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# ADVANCED DRILLS

ON

## GRAHAM SHORTHAND

PUBLISHED BY

DRAUGHON'S

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# PART II

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## Common Sense Advanced Drills

ON

**GRAHAM'S SHORTHAND SIMPLIFIED**

AS TAUGHT AT

**Draughon's Practical Business Colleges**

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General and Special Agents

ALLIANCE OF THE PEOPLE

General and Special Agents

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## PREFACE.

In presenting this book as a text, let it be borne in mind that it is not intended for beginners in the art. It is designed for those who have already a knowledge of the leading principles, and are beginning to take general dictation. Nor do I claim this to be an elaborate treatise on the art of phonography. On the contrary, I have labored to eliminate hundreds of insignificant and tedious principles elaborately and indiscriminately treated by other authors, which serve only to make this, the most beautiful and fascinating of all arts, tiresome to the student, thus retarding his progress, and in many instances causing him to give it up in absolute despair.

I have refrained from going into tiresome details about principles of such rare use and minor importance as to render it but a loss of time to the student to peruse—principles which are but natural conclusions that may easily be drawn from others of more vital importance by the application of a little of that uncommon virtue commonly known as *common sense*.

A main feature of this book is to apply, without formally introducing them, principles with many of which the student is supposed to be conversant. It is one thing to know a principle, and quite another to be able to apply it judiciously. And let me stop right here and insert parenthetically that it is also one thing to know the principles of stenography, as well as of any other science, and a *vastly different* thing to *impart* this knowledge to others. Do not submit to the instruction of any one who has only prepared himself for general amanuensis work, and whose *specialty* is not teaching. Unfortunately for the profession, a great number of those who are sufficiently progressed in the art to take a little simple dictation—just enough to “puff” them up a little—set themselves up to teach others, who, not knowing the requisites of a *true teacher*, much less a teacher of phonography, are easily duped into the belief that the pretender “knows it all.” Do not, I implore you, submit to this. It is poor economy, and it will get you into habits from which it will take you a lifetime to free yourself. (See article in back of book entitled “The Old and the New.”)

Stenography, unlike many other sciences, possesses the important and interesting combination of science and art—theory and practice, and the two are separate and distinct from each other. It has been my endeavor to so present this work as to get the student to look at shorthand from a truly practical and common-sense standpoint. My pet definition for shorthand is “com-

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mon sense condensed." Many principles will be merely incidentally presented, which the student will have to compare or contrast with something else upon which their use may depend. I would have them observe the laws of analogy, remembering always that by so doing they will be enabled to form thousands of signs, contractions, phrases, etc., not necessarily laid down in any book. This is common sense.

A large experience with phonography as a science and as an art, as practitioner and instructor, justifies me in claiming originality in many principles and ideas herein presented, among which number are Short Cuts in Writing Figures; An Elaborate and Common Sense Treatise on Phrasing, the most important practice for the Advanced writer; Progressive Phrasing and Outlining, or the Evolution of a Phrase; General Methods of Contracting, a practice next in importance to phrasing; Simplifying of the Contraction of Common Expressions, with complete list; Name System Elaborated, etc.

Earnestly hoping that the new ideas advanced, and the methods of presenting old ones, will throw a new light on this beautiful science and imbue the student with a spirit of investigation and self-reliance, and a yearning for the highest pinnacle of proficiency therein, calling forth his best endeavors and leading him to a more practical view than he has heretofore taken, and calling on the All-Wise One to so direct those who may peruse these pages as to make their efforts yield a fruitful harvest, this work is submitted.

THE AUTHOR.

NASHVILLE, TENN.



# INTRODUCTORY.

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## SUPREMACY OF GRAHAM SYSTEM.

A fact not universally known is that there are twenty-five or more different systems of shorthand, many of which are entirely different from each other; however, many of them are scarcely known except to their originators, being wholly inadequate to the purposes for which shorthand is intended, and in all other ways being inferior and unworthy of the name "shorthand," much less of a comparison with the standard systems.

The Graham system is the fastest, the most scientific, and the most up-to-date system extant. It is being adopted all over the English-speaking world by expert writers, teachers, reporters, etc., the plurality of the United States Court Reporters now being writers of Graham, and the number is rapidly increasing.

The Pitman systems were good enough for their time, but they are not adequate to the demand of the present day, when the wheels of commerce and public discourse are rolling at such a rapid gait. We must advance with the age, and prepare ourselves for requirements unknown to our forefathers, who, not realizing that the time was almost upon them when stenography would be one of the most important adjuncts to commerce and to civilization in general, were content to plod on in the old rut cut out by Pitman, or others of like merit which have since "sprung up."

However, I would not speak disparagingly of Pitman. The shorthand profession owes much to him, he having first established principles which made phonography of any real practical benefit to the world. Yet, with our present requirements, we can no more use an old or an inferior system of shorthand than we can go back in our history to the time of the Norman Conquest, or to the Semi-Saxon period of the twelfth and thirteenth centuries and adopt the language of that period.

Unfortunately there still exist some few institutions, and now and then one springs up, which, not being educated up to the requirements of the age, or which, being brought up under the "old regime," and not being possessed of enough of the quality of *up-to-dateness* to "forsake their ways" and adopt a system worthy of the name, are duping the unwary into the belief that the old systems are adequate to the demands of the present time. Let me here state that I lend no countenance whatever to the institution or individual

who claims to use a system which "can be learned in six weeks," etc. They are consummate frauds, and should be prosecuted as such; yet, I blushingly confess that the number of writers (?) of these little, inferior six weeks' or two months' "easy" systems is distressingly large when we consider the fact that they are destined to entrap many unsuspecting aspirants for a reliable commercial training, and to cast a shadow over the science of shorthand in general, in the minds of a large per cent of the public at large, who do not even know that there are different systems, and think that "shorthand is shorthand." True it is, but in no greater sense than that in which "medicine is medicine," or "a man is a man" (for sometimes he is a brute). A house is not a toy or a plaything, yet there are toys and playthings called houses. Can you live in them or use them to practical advantage? Shorthand is not a toy or a plaything, yet there are playthings called shorthand. *Can you use them?*

#### STRONG POINTS OF GRAHAM.

*Speed.*—That the Graham system possesses unequalled speed is unquestionable, it having been given the most severe tests; and the records confirm the assertion.

*Observance of Analogy.*—The strict conformity to the laws of analogy of the Graham system imbues the student with a feeling of reliance, assurance, and confidence—an independent feeling which, though he chances to forget some sign, phrase, contraction, or minor principle, enables him to readily recall it by remembering another one formed in accordance with some uniform principle of contraction or formation.

*Freedom from Arbitrary Signs.*—The Graham system is free from signs, contractions, and phrases not formed in keeping with a set rule. A conformance with the above mentioned laws of analogy enables writers of Graham to entirely dispense with arbitrary usages.

*Scientific Nomenclature.*—Perhaps one of the strongest points of Graham is its most excellent system of naming the outlines of words. There is no other system extant which will admit of comparison with Graham in this vital particular. By it one is enabled to almost instinctively name the outline of a word or phrase, the name of the outline being so closely allied to the word in sound that the one suggests the other.

*Legibility.*—Being possessed of the above mentioned virtues, especially the last one specified, as a natural result the Graham system is, beyond question, unequalled for legibility.

Shorthand being so closely allied to the language we speak, and one's knowledge of shorthand being absolutely restricted to his knowledge of the language, it becomes apparent that the study and practice of shorthand ena-

bles a susceptible person to absorb, as it were, much intelligence which will result in the furtherance of his knowledge of English by coming in contact with the thought and ideas of others. The many points of superiority of Graham, such as the above mentioned, are an impetus to students and writers to put forth their best energies to the promotion of their general knowledge and culture.

#### ARRANGEMENT OF EXERCISES.

The exercises of this book are not divided into lessons, sections, etc., but are presented successively, leaving it to the student to decide, according to his adaptability, how much he can do, not restricting him to any certain amount, but rather urging him to do as much as he can as well as he can. But when the student is taking correspondence instruction in this course, the proper length lessons are assigned him by his instructors.

Directions for study and practice are given throughout the book, in connection with the exercises, but one to which I desire to direct your especial attention is

#### LINE PRACTICE.

Students should indulge almost constantly in what I designate "Line Practice," *i. e.*, taking a single outline and writing it *accurately* and *carefully*, regardless of the time it takes, many, many times over, filling up several lines, and even pages, of a tablet with the same outline or phrase. Do not try to rush through with it. Rather take plenty of time in which to make them all *perfect*. You will find that the last lines of any outline or phrase will be written more easily and rapidly. This is one of the author's favorite methods of facilitating speed, and in his opinion, there is nothing which will give as good results to the time employed.

Remember, however, that speed should not be considered in this line work. *Form*, *accuracy*, and *precision* should be first obtained. Without this, you can never obtain speed.

The above can not be too emphatically presented. Do not neglect this practice if you would be successful. The most accomplished musician living would no more neglect his daily practice than you would your sleep. Then, what can you expect to do, as a mere novice, without practice, which is just as important and upon which as much depends as that of the musician?

#### A WORD ABOUT PENCILS, ETC.

It is the little things that tell. Especially is this true in the study and practice of shorthand. Students, that pencil point of yours! There is a great load of responsibility centered there. In case of emergency, could it be

used as a lancing needle? Does it make a dint in the paper when you write? Does it get slick and shiny? Then throw it away. By all means get accustomed at once to using a soft pencil with small lead. I recommend Johann Faber No. 1 as the best.

Always keep a good supply on hand. If one gives out have another in your pocket ready for the emergency. Above all, do not come to your class for dictation and have to wait until you fumble your pockets for a knife to sharpen your pencil. In an office, mind you, this careless, lazy, unbusiness-like act will not be tolerated.

Having the right kind of pencil, you are not so deeply concerned about paper. Ordinary unglazed tablet paper, or semi-calendered paper should be used.

If a pen is used (a good fountain pen is the only kind worth picking up for shorthand) the very best calendered or smooth, light-weight linen paper is necessary for good work. Attend to the *little things*; "dollars are made up of cents." Then get all the cents (sense) you can.

# ADVANCED DRILLS ON SHORTHAND SIMPLIFIED.

## ACCURACY!

✓ Have you made up your mind to throw your best effort right into your work, and to be precise and accurate in making your outlines, upon which your success depends? If not, I implore you to drop this book before you turn another leaf.

### Words Added by Hooks, Etc.

See Examples below; also list of old phrases.

#### I.

##### "ALL" AND "WILL" ADDED.

✓✓ The words "all" and "will" may be added by the L-hook to the simple consonant word signs, such as "at," "by," "in," "it," etc., and to the dash vowel signs, such as "of," "to," "but," "all," "ought," "who," etc.

#### II.

##### "OUR" AND "ARE" ADDED.

✓✓ To the same class of signs, "our" and "are" may be added by the R-hook, R being the only consonant in the words.

#### III.

##### "NOT" AND "OWN" ADDED.

✓✓ "Not" and "own" are added to the same signs by the N-hook in like manner, except that full length strokes, in adding "not", should be halved in addition to the hook, which adds the consonants contained in "not" in their order.

#### IV.

##### "HAVE," "OF," AND "IF" ADDED.

✓ "Have," "of," and "if" are added, in like manner, by the F- or V-hook.



## V.

## "THAN" ADDED.

To words in the comparative degree, such as "more," "later," "greater," "sooner," etc., "than" may be added by the N-hook.

## VI.

## "US" ADDED.

"Us" may be added to the simple signs by the circle.

## Words Added by Halving.

## VII.

## "IT," "OUGHT," "HAD," OR "WOULD."

"It," "ought," "had," or "would" may be added by halving the sign and placing it—

- (a) In its natural position to add "it."
- (b) In the first position to add "ought."
- (c) In the third position to add "had" or "would."

NOTE.—Frequently "what" is also added by halving and placing in first position; as in Bet<sup>1</sup>, "by what"; Fet<sup>1</sup>, "for what"; Net<sup>1</sup>, "in what," etc.

## Examples.

## I.

Of: all ∞ ; all will ∞ ; to all ∞ ; or all—will f ; by all ∞ ;  
at all, it will f ; who will ∞ ; and all—will ∞ .

## II.

Of our ∞ ; all our ∞ ; to our ∞ ; but are ∞ ; by our ∞ ;  
they are ∞ ; who are ∞ ; and our—are ∞ ; which are ∞ .

## III.

Our own ∞ ; or not ∞ ; but not ∞ ; at our own ∞ ; by  
our own ∞ ; but are not—our own ∞ .

## IV.

To have ∞ ; I have ∞ ; but of—if ∞ ; or of—if ∞ ; out  
of ∞ ; they have ∞ ; all have—of ∞ .



V.

Better than ✓ ; more than ✓ ; later than ✓ ; sooner than ✓ ; smoother than ✓ ; sweeter than ✓ ; nicer than ✓ ; older than ✓

VI.

For us ✓ ; to us ✓ ; of us ✓ ; on us ✓ ; owe us ✓ ; give us ✓

VII.

- (a) Which it ✓ ; if it ✓ ; at it ✓ ; had it ✓ ; do it ✓ ; be it ✓ ; in it ✓ ; think it ✓
- (b) Which ought ✓ ; it ought ✓ ; she ought ✓ ; they ought ✓
- (c) Which had—would ✓ ; it had—would ✓ ; she had—would ✓ ; they had—would ✓

Little Inaccuracies.

✓ A \$5,000 litigation was occasioned by a stenographer in having a deed dictated to him, wherein were given the names of several different streets. One of the streets designated was Cedar Street. Foster Street had just been named, after which Cedar Street was named. The stenographer, in writing "Cedar," put the circle on the wrong side of "D," which made it read, "said street," thus making it mean Foster Street.

Another instance was that of a man dictating an order to a stenographer. The order called for "a half ton of coal to be delivered at my coal house." The man had a large coal house, and as his credit was good with the coal dealer, he was surprised to find, on examining his coal house, that it was full to the very top, it holding some fifteen or twenty tons. Why was this mistake? The stenographer had carelessly closed up his N-hook on the word "ton," and F being a sign for "few," as well as "half," he transcribed it "a few tons." Did he lose his position? An "ad." in the want columns the next morning told the tale. Such a stenographer is liable to keep on "wanting"! Read this

Other instances can be cited by the thousand where the slightest deviation of the pencil has caused just such results, and you are going to experience just such a sad realization of the results of inaccuracy, if you do not "curb" yourself.

MISCELLANEOUS LIST.

The list of signs on the following page must be thoroughly familiarized before passing further. The signs are of very frequent occurrence in all lines of thought, especially in business correspondence, and will be employed in all exercises hereafter given:

	at once		speak-superior, etc.		particular-ly
	amount		expect-ed-tion		part
	consider		special-ly		opportunity--pretty
	consideration		especial-ly		impossible-y-ity
	correct		take		possible-y-ity
	except		took		in order
	accept		make		impossibilities
	certain-ly		America		possibilities
	deliver		differ-ed-ence		pleasure
	assure-sure		direct-ed		we take pleasure
	through		direction		accord-ing-ly
	exist-system-atic, etc.		believe-d		occurred-cared
	apply		able to		similar-ly-ity
	application		belong		simple-y
	appliance		throughout		efficient-ly-cy
	furnish		value		sufficient-ly-cy
	inform		valued		deficient-cy
	in favor		favor		inefficient-ly-cy
	uniform		favo:red		insufficient-ly-cy
	satisfy-d-tory-torily		valued favor		proficient-ly-cy
	satisfaction		express		manufacture-d-ory
	respectful-ly		surprise		character
	inspect-ed		expression		characters-ize
	in respect		experience		characterizes
	for the purpose		separate		characterized-istic
	in regard		support		characteristics
	enlarged		separation		observe-d-tion
	acknowledge receipt		interest		preserve-d-tion
	we are in receipt		publish-ed-ation-ly-ic		deserve-d
	exchange		probable-y		reserve-d-tion
	bill of exchange		refer-ence		expense
	bill of lading		hesitate-ed-tion		extent

**A TALK ON SPEED.**

Speed in the art of shorthand writing is the goal you are striving for. Having acquired a perfect knowledge of the leading principles of outlining, the next thing to consider is how to "speed up," as it were. Students, listen! Apply yourselves. How? Energetically and never-ceasingly. Where? In school when not in actual recitation, and out of school at your homes or in your rooms.

Students will be hopelessly left if they depend solely upon what their teacher presents to them in the class. He can show you how, but he can not do it for you. You must apply what he explains to you in the class. Things can not always be explained in detail or dwelt upon at length in the class. Even if it were best, the teacher has not the time to do so. You must needs investigate for yourself, and apply what he has told you in a general way.

Some students wait dreamily week after week, thinking that the teacher will suddenly imbue them with the power of writing shorthand at the rate of 150 words a minute, never seeming to realize that close application on their part is the only thing which insures success.

Again, some students seem to know more than their teacher. They think they can do their own way about things, or that the teacher is a fanatic on some particular thing with which he tries to impress them most.

You are lost in the woods; you ask the way to get out; if some one who knows tells you the way and shows you the path to follow, are you going to take a different one simply because it seems to you that it would be better walking? Never. Then, pursue just the plan that your teacher gives you, and follow the instructions laid out in this book, and success is yours; otherwise, failure.


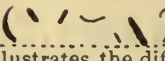

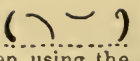
With this thought, let me say that the following must be observed in order to obtain the much-coveted speed:

Speed can *never be obtained* by simply learning to *outline* words. You may be able to outline the most difficult word at will and with rapidity so far as the simple words are concerned; but unless you employ methods of contraction and phrasing, you can never keep pace with the tongue. To attain speed it is also necessary to become thoroughly familiar with a large number of word signs for the most commonplace words. We can not stop to outline such words in taking dictation; we need the time for other words. Being familiar with these signs and contractions, it is also absolutely necessary to use them in neat, suggestive phrases. Separately written, it is impossible to obtain speed sufficient to take even ordinary dictation.

Not only must the more common signs be phrased, but also outlines must be phrased with outlines and with word signs, etc.

**"Get Across the Page."**

Speed in shorthand is not a case of hurrying across a page, as a great many think; and it is not necessarily the one who makes outlines fastest who writes shorthand fastest. One may be able to make outlines very rapidly, but, unless he is making the right kind of outlines, he may get across the page five times as quickly as another, and not write shorthand half as fast, the latter writing according to advanced methods, and phrasing.




Compare  with ;  with  Which will you adopt? This illustrates the difference between using the advanced methods and using the simpler signs separately.

### Derivative Words.

Speed is facilitated to an almost incalculable extent by observing what the Author deems one of the most important of reporting expedients. It consists in using the same form or outline for a derivative word that is used for the primitive or root word. You ask how we are to take such liberties? Can you not always tell by the construction of the sentence what form of any word to use?

Take the primitive word "success," to illustrate. Its derivatives are the adjective "successful" and the adverb "successfully." These derivatives, together with the primitive "success" (a noun), each being different parts of speech, hence having each a different *relation* in the sentence, may be represented by the outline for the primitive, it being the shortest.

Notice the following sentence, which contains all forms of the word "success." Try to substitute any one form for another, and note that the context would be without meaning:

The man was not  until he  battled with temptation; then he was a .

Construct a sentence with all forms of the word "compare," for instance, "compared" and "comparison," or use its different forms in different sentences, writing all as you would the primitive "compare." Substitute any one derivative for the primitive, or for another derivative, and observe that the sense is destroyed. In like manner use "prepare," "prepared," "preparatory," "preparation" in sentences, observing that only one form can be used with the same context; hence with perfect safety we can use the same form in all cases. However, note that the derivative "prepared" is shorter than the primitive; hence, in this case we gain by not conforming to the principle of derivatives.

In nearly all cases the primitive form is the shortest. However, there are cases in which a derivative word has a shorter outline than the primitive. Again, there are some instances in which a derivative may be formed by adding to it just a little, such as hooks, circles, etc. In such cases it is advisable to write derivatives in full, thereby saving a little time, perhaps, in reading the context.

### ENDING IN "ING."

Derivatives ending in "ing" are generally expressed by adding the dot, it being easily and quickly made; however, it may just as safely be omitted, supplying it by construction of sentence.

It is hoped that the student will pay strict attention to, and be on the lookout for, derivative forms. On hearing a word spoken, if it be a primitive, name its derivatives; or if it be a derivative, name its primitive and other derivatives. This is helpful in many ways.

*Direction*—Write fifty primitives, giving all their derivatives. Use ten of the primitives with their derivatives in sentences, using as many of them in the same sentence as you can intelligently.



## THANATOPSIS.

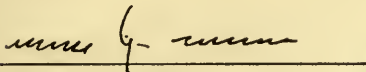
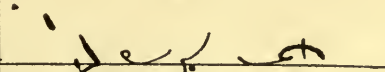
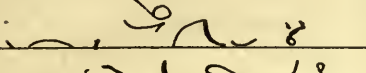
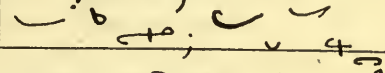
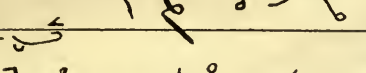
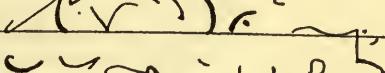
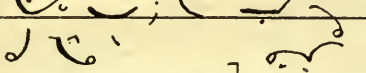
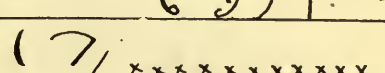
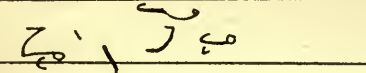
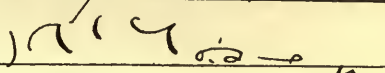
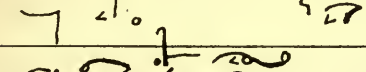
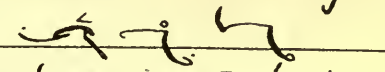
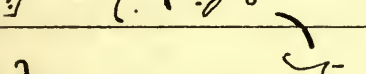
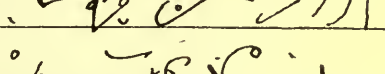
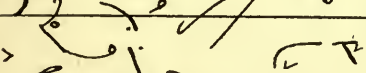
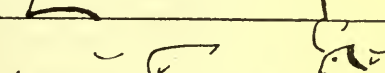
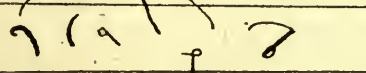
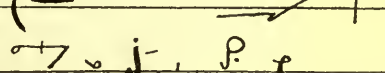
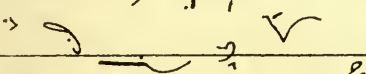
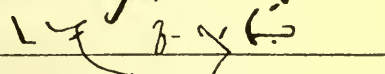
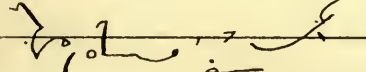
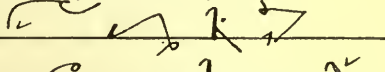
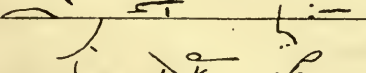
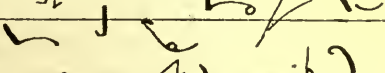
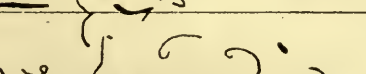
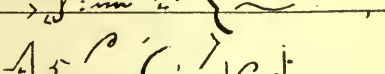
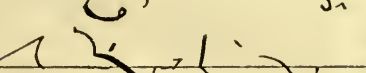
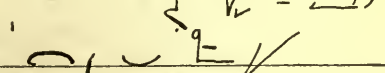
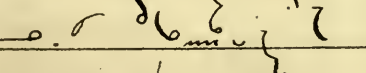
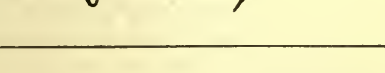
(See page 17.)

To him who in the love of nature holds  
 Communion with her visible forms, she speaks  
 A various language; for his gayer hours  
 She has 25 a voice of gladness, and a smile  
 And eloquence of beauty, and she glides  
 Into his darker musings, with a mild  
 And healing sympathy, that 50 steals away  
 Their sharpness, ere he is aware. When thoughts  
 Of the last bitter hour come like a blight  
 Over thy spirit, and sad images 75  
 Of the stern agony, and shroud, and pall,  
 And breathless darkness, and the narrow house,  
 Make thee to shudder, and grow sick at heart;—  
 Go 100 forth, under the open sky, and list  
 To Nature's teachings, while from all around—  
 Earth and her waters, and the depths of air,—  
 Comes a 125 still voice. Yet a few days, and thee  
 The all-beholding sun shall see no more  
 In all his course; nor yet in the cold 150 ground  
 Where thy pale form was laid, with many tears,  
 Nor in the embrace of ocean, shall exist  
 Thy image. Earth, that nourished thee, shall 175 claim  
 Thy growth, to be resolved to earth again,  
 And, lost each human trace, surrendering up  
 Thine individual being, shalt thou go  
 To mix forever 200 with the elements,  
 To be a brother to the insensible rock  
 And to the sluggish clod, which the rude swain  
 Turns with his share, and 225 treads upon The oak  
 Shall send his roots abroad, and pierce thy mould.  
 Yet not to thine eternal resting-place  
 Shalt thou retire alone—nor 250 couldst thou wish  
 Couch more magnificent. Thou shalt lie down  
 With patriarchs of the infant world—with kings,  
 The powerful of the earth—the wise, 275 the good  
 Fair forms, and hoary seers of ages past,  
 All in one mighty sepulchre.—The hills,  
 Rock-ribbed and ancient as the sun,—the 300 vales  
 Stretching in pensive quietness between;  
 The venerable woods—rivers that move  
 In majesty, and the complaining brooks  
 That make the meadows green; and, poured 325 round all  
 Old Ocean's gray and melancholy waste,—  
 Are but the solemn decorations all  
 Of the great tomb of man. The golden sun,  
 The planets, 350 all the infinite host of heaven,

Are shining on the sad abodes of death,  
 Through the still lapse of ages. All that tread  
 The globe 375 are but a handful to the tribes  
 That slumber in its bosom.—Take the wings  
 Of morning—and the Barcan desert pierce  
 Or lose thyself 400 in the continuous woods  
 Where rolls the Oregon, and hears no sound,  
 Save his own dashings—yet—the dead are there;  
 And millions in those 425 solitudes, since first  
 The flight of years began, have laid them down  
 In their last sleep—the dead reign there alone.  
 So shalt thou rest— 450 and what if thou withdraw  
 Unheeded by the living—and no friend  
 Take note of thy departure? All that breathe  
 Will share thy destiny. The gay 475 will laugh  
 When thou art gone, the solemn brood of care  
 Plod on, and each one as before will chase  
 His favorite phantom; yet all 500 these shall leave  
 Their mirth and their employments, and shall come  
 And make their bed with thee. As the long train  
 Of ages glides away, 525 the sons of men,  
 The youth in life's green spring, and he who goes  
 In the full strength of years, matron, and maid,  
 And the 550 sweet babe, and the gray-headed man—  
 Shall one by one be gathered to thy side  
 By those, who in their turn shall follow them. 575  
 So live, that when thy summons comes to join  
 The innumerable caravan, that moves  
 To that mysterious realm, where each shall take  
 His chamber in 600 the silent halls of death,  
 Thou go not, like the quarry-slave at night,  
 Scourged to his dungeon, but, sustained and soothed  
 By an unfaltering 625 trust, approach thy grave  
 Like one who wraps the drapery of his couch  
 About him, and lies down to pleasant dreams. 646

—Bryant.



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## WOMAN.

LAURA L. ATKINS.

✓ Sweet spring has passed, and everywhere  
 Her footsteps touched the earth  
 The pale, sweet flowerets blossomed forth,  
 And joys and hopes had birth.

Rude March and tearful April, both  
 Have vanished in the past,  
 While flower-crowned May, the Queen of Months,  
 Though lingering, can not last.

For gentle Summer's won our hearts,  
 So beautiful is she,  
 With roses twined about her head,  
 Her voice, sweet melody.

So from your lives bright childhood's gone,  
 Its little griefs forgot,  
 And happy girlhood's in its prime,  
 Without a stain or blot.

Then, like the roses pure and white,  
 Whose petals soft unfold,  
 And scatter fragrance through the air,  
 Revealing hearts of gold;

So let your lives, oh, maidens fair,  
 Be fragrant, pure, and white;  
 Unspotted from the world of sin,  
 A blessing, not a blight.

'Tis woman rules this world below,  
 With truly magic wand;  
 For God has made her mission here  
 To comfort and command.

Last at the cross of her dear Lord,  
 And first to reach the tomb,  
 First to receive those blessed words  
 That scattered all earth's gloom.

Oh! girls, be brave, be strong, and rise  
 Your honored place to fill;  
 To love and be loved is woman's right,  
 For love the law fulfills.

"*Non nobis solum*," not for ourselves alone,  
 This shall our motto be,  
 Our lives will be one long, sweet song  
 Of purest melody.

CLARKSVILLE, TENN., 1896.

*Direction.*—Convert the above piece into its nomenclature in accordance with notes.



W E V	
"W E V" - W E V	
W E V	
W E V	
W E V	
W E V, 1896	

Study nomenclature of following:

**THE LAPSE OF TIME.**

WILLIAM CULLEN BRYANT.

✓  
✓

Lament who will, in fruitless tears,  
 The speed with which our moments fly;  
 I sigh not over vanished years,  
 But watch the years that hasten by.

Look, how they come,—a mingled crowd  
 Of bright and dark, but rapid days;  
 Beneath them, like a summer cloud,  
 The wide world changes as I gaze.

What! grieve that time has brought so soon  
 The sober age of manhood on?  
 As idly might I weep, at noon,  
 To see the blush of morning gone.

Could I give up the hopes that glow  
 In prospect, like Elysian isles;  
 And let the charming future go,  
 With all her promises and smiles?

\* \* \* \* \*

Then haste thee, Time—'tis kindness all  
 That speeds thy winged feet so fast  
 Thy pleasures stay not till they pall,  
 And all thy pains are quickly past.

Thou fliest and bear'st away our woes,  
 And as thy shadowy train depart,  
 The memory of sorrow grows  
 A lighter burden on the heart.

**Nomenclature.**

E Lay<sup>3</sup>-Pees (p) T<sup>1</sup>.

Wel<sup>1</sup>-M Klen<sup>2</sup> Ber<sup>1</sup>: Ent.

✓ Lay<sup>2</sup>-Ment Jeltoid<sup>2</sup> En<sup>1</sup> Fret<sup>3</sup>-Lays T<sup>1</sup>-Ars, E Sped<sup>1</sup> Weh<sup>1</sup>-Chay Ar<sup>3</sup> M<sup>2</sup>-Ments Fel<sup>1</sup>; I S<sup>1</sup> Net<sup>1</sup> Ver<sup>1</sup> Ven<sup>3</sup>-Isht Yeh<sup>1</sup>, Tetoid<sup>2</sup> Weh-Chay<sup>3</sup>-Retoid Yeh<sup>1</sup> Dhet<sup>1</sup> Hays<sup>2</sup>-En B<sup>1</sup>.

Lay<sup>3</sup>-K, Retoid<sup>3</sup>-Thee K<sup>2</sup>, Ketoid-M<sup>1</sup>-Ing-Geld Kred<sup>3</sup> Petoid<sup>1</sup>-Bret Ketoid-Der<sup>3</sup>-K, Tetoid<sup>1</sup> Ray<sup>2</sup>-Ped Dees<sup>2</sup>; B<sup>1</sup>-N-Ith Thee<sup>2</sup>, Lay<sup>1</sup>-K Ketoid-Sem-Ray<sup>2</sup>-Kled, E Weh-D<sup>1</sup> Eld<sup>2</sup> Chays<sup>2</sup> Stetoid<sup>1</sup> Gays<sup>2</sup>.

Wuh<sup>1</sup>! Gref<sup>1</sup> Dhet<sup>1</sup>-T iss<sup>2</sup> Bret<sup>1</sup> S<sup>2</sup> Sen<sup>3</sup> E Iss-Ber<sup>2</sup> J<sup>2</sup> (p) Men-D<sup>3</sup> Chetoid<sup>1</sup>? Iss<sup>2</sup> Del<sup>1</sup> Met<sup>1</sup> I<sup>1</sup> Weh-P<sup>1</sup> T<sup>3</sup> Nen<sup>3</sup>, S<sup>4</sup>-Retoid Bel<sup>2</sup>-Ish (p) Men<sup>1</sup> Gen<sup>1</sup>.

Ked<sup>2</sup> I<sup>1</sup> Gay<sup>1</sup> P<sup>2</sup>-Retoid Pees<sup>3</sup> Dhet<sup>1</sup>-Gel En<sup>1</sup>-Pers-P, Lay<sup>1</sup>-K Els<sup>1</sup>-N Petoid<sup>1</sup>-Lays; Ketoid-Let<sup>2</sup>-Retoid Cher<sup>3</sup>-M-Ing Fet<sup>3</sup> Gay<sup>2</sup>, Weh<sup>1</sup>-Betoid Ar<sup>1</sup>-Per-Mses Ketoid-Sem-Lays<sup>1</sup>?

Then<sup>2</sup> Hayst<sup>2</sup> Thee<sup>1</sup>, T<sup>1</sup>, Tees<sup>2</sup> Kend<sup>1</sup>-Ens Betoid<sup>1</sup> Dhet<sup>1</sup> Speds<sup>1</sup>-Thee Wuh-Ing-D<sup>1</sup> Fet<sup>1</sup> S<sup>2</sup> Efst<sup>3</sup>; Thee<sup>1</sup> Zhers<sup>2</sup> Stee<sup>2</sup> Net<sup>1</sup> Tel<sup>2</sup> Thee<sup>2</sup> P<sup>1</sup>-Lay, Kletoid<sup>2</sup>-Thee Pens<sup>2</sup> Ar<sup>2</sup> Kay<sup>1</sup>-Kel-Peest.

Thee<sup>3</sup> Felst<sup>1</sup> : I Ketoid B<sup>3</sup>-Arst Way<sup>3</sup> Ar<sup>3</sup>-Ways : O, Ketsoid<sup>2</sup>-Thee Ish<sup>3</sup>-D Tren<sup>2</sup> D<sup>3</sup>-Pret, E M-M-Ray<sup>2</sup> (p) Iss-Ray<sup>1</sup> Gers<sup>2</sup> Ketoid-Layter<sup>1</sup>-Ber-Den Retoid<sup>1</sup>-Chetoid-Art.

*Direction.*—Read the above, comparing it with the key, afterwards transcribing it into notes.

*Explanation.*—“(p)” is used to indicate proximity. The “:” implies a disjoining for “con,” “ing,” vowels, etc. “E” is sometimes used to indicate “the,” and “A” to indicate “a,” “an,” etc., either phrased or standing alone.

*Direction.*—Students can use the list of signs on following pages, without key, for drilling themselves on the more common signs, with all of which they must be thoroughly familiar before attempting to take regular dictation.



<i>will</i>	<i>owned</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>will</i>	<i>not</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>let</i>	<i>has not</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>let</i>	<i>want</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>lets, let us</i>	<i>went</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>will not</i>	<i>which</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>we will not</i>	<i>which</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>which</i>	<i>ought</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>which</i>	<i>issued</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>which</i>	<i>she had</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>used</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>acknowledged</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>afterwards</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>password</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>become</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>to become</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>practices</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>heard</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>word</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>ward</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>we are</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>not</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>done</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>did not</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>do not</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>something</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>
<i>something</i>	<i>there</i>	<i>each</i>	<i>will</i>	<i>it</i>



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## TRUE FRIENDSHIP.

CLEMMIE ATKINS, CLARKSVILLE, TENN.

The words friend and friendship are so very greatly abused in these latter days! You hear one say, "A friend told me ——." "A friend wrote 25 so and so." "Have you met my friend, Miss ——?"—when more frequently than otherwise 'twas only an acquaintance with whom he or she had been 50 thrown for a short space of time, perhaps on some summer outing, and in whose company a few days, or may be weeks, were whiled 75 away very pleasantly.

"Oh," you say, "of course if not enemies, then friends." Such, in a general, lax sense, is the use of the word, 100 I grant, but ah! What a depth of meaning in the words friend, friendship, in their *truest*, inner signification.

What can be more ennobling than such 125 feelings existing between people as the friendship of David and Jonathan, of Damon and Pythias? Say you these are of the past? Nay, believe me, 150 in this nineteenth century with all its hurry and bustle, there are friends equally true and loyal. Their names may not be blazoned abroad to 175 the world, but in the quiet, everyday affairs of this busy life there may be found many cases of this genuine friendship.

"It is 200 the friend in need who is the friend indeed," is a trite saying, but nevertheless true.

There are plenty to put the bright side when 225 there is no other side to put, to speak cheerily when everybody has a smile, to proffer help when no especial help is needed; but 250 what a restful peace is borne in on the tired, perplexed, troubled heart by the knowledge of the possession of a friendship that is true 275 as steel—one that may be relied upon at all times, in dark days as well as bright. "The real friend shows a way out 300 of trouble when no way seems possible, brings hope and cheer when all is despondency, whose friendship's surest and readiest when all else fails." 325

Friendship is but a pretense or a failure to those who value it only as it brings happiness, for "Only he whose chief desire in 350 his friendship is to be a friend in unselfish serving, even at the loss of his personal happiness or comfort, knows what it is to 375 be a friend, or can experience the truest joy of a noble and ennobling friendship."

Such friendships can only be the outgrowth of "the indwelling 400 Spirit of Christ," for *one who has not the love of God in his heart is not capable of such unselfish love for a human being.* 425

"Far from our homes into the world we stray,  
Roaming, we know not where, upon our way;  
In comes the tide of sorrow o'er the 450 heart  
Even at th thought of those with whom we part,  
Nor can we find a solace till we feel,  
Drawn from other hearts, that 475 loved appeal  
Sweet friendship makes. For like a spirit bright,  
Herald of peace, she comes n heaven's own light;  
In haste our troubles flee; we 500 find our rest,  
Pure and serene—our home—our happiness."

The essence of pure, sweet friendship is neglect of self. Let the thought of the 525 ego enter in, and the beauty of a great action is gone, like the branches of a decaying tree. 544

*Direction.*—Convert the above into its nomenclature, in accordance with note. See that you can call outlines and phrases without hesitation.

The image shows a page of handwritten shorthand notes on lined paper. The notes are written in a cursive, shorthand style. Several parts of the notes are marked with red 'X's, indicating corrections or errors. The notes are organized into several lines, with some lines starting with a checkmark (✓) on the left margin. The handwriting is dense and fills most of the page.

Handwritten shorthand notes on lined paper, including the word "ship" written in English.

The page contains approximately 18 lines of shorthand. The first 10 lines are a single column of notes. The last 8 lines are split into two columns by a vertical line.

The shorthand consists of various symbols, including loops, dots, and lines, some of which are highlighted in red ink. The word "ship" is written in English in the lower right section of the page.



**SHORT CUTS IN WRITING NUMBERS, ETC.**

(For illustration see page 29)

After much thought on, and experience with, the subject, the Author presents the following short cuts, which facilitate very greatly the expression of numbers, a thing which has doubtless never before been attempted by any author:

## I.

**FIGURE 5 ADDED.**

To write numbers containing the figure 5, either in the middle or at the end of the number, extend the last part of the preceding figure in a horizontal or downward direction as far as K or T would extend.

## II.

**ENDING IN 50.**

After a figure has been extended the length of a single stroke for 5, extend it twice the length for a final cipher after 5. With care, this principle may be employed when 5 precedes a cipher in the middle of a number. See example.

## III.

**CIPHERS ADDED.**

The author extends the single principle of Graham, which provides that numbers ending in a cipher may be written by extending the figure in direction of Ray. There is no reason why, in like manner, two, or even three ciphers may not be affixed, or inserted, by observing the following: To add one cipher, extend the figure about as far as the middle of the space; to add two ciphers, extend the figure to the line above, barely touching it; to add three ciphers, run the line into the space above.

## IV.

**DOUBLE THE FIGURE.**

By making a figure twice its usual size, we may affix a figure or figures double the value of the figure enlarged, thus throwing the figure one or two decimal points to the left.

## V.

**DIMINISHING THE FIGURE.**

By making a figure half its usual size (in all cases, one should make his figures uniform with his notes), a figure of half the value of the figure diminished may be affixed

The two above principles may be combined with the three preceding ones, and much speed facilitated. This will be better understood after carefully studying examples elsewhere given.

## VI.

## REPEATING A FIGURE.

To repeat a figure, affix a heavy dot.

## VII.

## "OR" IMPLIED.

Numbers used in approximating some larger number, between which number the word "or" occurs, may be expressed by writing the second figure in the first position to imply "or."

## VIII.

## "BY" IMPLIED.

When "by" comes between numbers, as in the sizes of houses, lots, etc., and in measurements of lumber, it may be implied as "or" was implied. The two will never be confused.

## IX.

## THE COLON IMPLIED.

When the colon belongs between numbers, as in expressing the time of day "a la R. R.," it may also be implied by writing second number (number of minutes) in first position.

## X.

## "FROM-TO-" AND "TO" IMPLIED.

"To" may be implied as in words, by using the fourth position. In such cases "from" is very frequently used in a phrase with the numbers, in which case it can safely be omitted and supplied by context.

## XI.

## "AND" IMPLIED.

When "and" comes between two numbers, the second one may be written across the line to imply it.

All the above short cuts are found, by the author, in experience with them in actual office practice and general reporting, to be entirely practicable; but, like all other principles of phonography, they will have to be thoroughly familiarized, and practiced much.

*To the Student.*—Write a variety of numbers embracing the above principles, also combining two or more principles in one number.



<b>I</b>	
16 = 165 12 = 135 7 = 75	3 = 31½ 5 = 52½ 7 = 73½
9 = 95 8 = 85 26 = 256	32 = 321 786 = 7863 34 = 342
85 = 855 7 = 752 84 = 854	<b>VI</b>
<b>II</b>	20 = 22 30 = 33 50 = 55 60 = 66
2 = 250 6 = 650	47 = 477 368 = 3668 506 = 5556
8 = 850 9 = 950 7 = 750	<b>VII</b>
3 = 350 8 = 850 5 = 550 6 = 650	23 = 2 or 3 56 = 5 or 6 810 =
5506 8 = 8504	8 or 10 182 = 18 or 20 22 =
90 = 9050 9 = 9504	25 or 30 34 = 35 or 40
<b>III</b>	<b>VIII</b>
45 = 400 64 = 600 36 = 306	24 = 2 by 4 = 2 x 4 68 = 6 x 8
8 = 8006 5 = 5000	63 = 60 x 350 feet
7 = 7004 78 = 7809	<b>IX</b>
224 = 2204 3 = 300	23 = 2:30 75 = 7:55 85 = 8:55
<b>IV</b>	<b>X</b>
2 = 24 3 = 36 4 = 48 5 = 50	35 = from 3 to 5 46 = 4 to 6
570 6 = 612 7 = 714 8 = 816	<b>XI</b>
9 = 918 32 = 324 84 = 840	45 = 4 and 5 56 = 50 and 60
848 45 = 485 65 = 612570	<b>XII</b>
98 = 918816 54 = 5104	4 = 425 4 = 4250
97 = 9714 48 = 48816	8 = 840 34 = 3425 2 = 215
<b>V</b>	56 = 56125 13 = 1360
2 = 21 4 = 42 6 = 63 8 = 84	45 = 4805 64 = 61204
	8 = 81650

**ENLARGED BRIEFS.**

The principle of enlarging briefs is easily understood if students bear in mind that in these phrases, as in others, the first word governs the position.

The following rule is simple and easily understood: (1) Any brief way may be enlarged in its natural direction to add any other brief way word which context will admit. C We would—were, with what;

C were we—what; D what we—would—were; D would we. (2) A brief way may be enlarged in a direction compromising between brief way and brief yay, to add a brief yay sign. However, "you" is about the only one thus added. U with you; U were you; U what you; U would you.

Notice that first word in above phrases occupies its natural position, and opens in its natural direction. (3) As brief yays are not added to brief yays, a brief yay may be enlarged in its natural direction to add a brief way word N you were—would; U ye were—would; N beyond what.

**"To" Before an Infinitive.**

In nearly all cases, "to" may be omitted before an infinitive, and supplied by the context, thus permitting a phrase which would otherwise be impossible.

Study the following illustrative expressions closely, writing them many times over. You will thus enable yourself to form others in analogy: Y in order to be; W it is not necessary to know that; I I do not hesitate to say that the; W in order to find; Y in order to give you; Y in order to place; Y in order to do; W what are you going to do? W I am going to be; Y what is to be the?

Frequently it is better to vocalize a word out of its position, or phrased, as in some of the above.

**"Ville."**

When the junction for "Vel" is impracticable, "ville" may be contracted to "V," and joined. So, also, is "F" used for affixes "ful" and "fully."

MISCELLANEOUS SIGNS AND CONTRACTIONS.

	accident-al-ly		then it		after-for it
	advance		within it		feature
	advancement		within its		of it, <i>avoid</i>
	annual		then it is		is it
	cover-ed		than it is		as it-has it
	recover-d-y		which were		in our
	discover-d-y		we are in		future
	appearance		work-ed		hundred-under
	arrive-al		that there-ir-they-are		thousand
	proof-professor		the other		in all
	approve		astonish-ed-ment (Est')		near-nor
	at our		they have		nearly-nor will
	at our own		unless		instruct
	by our-liberty		only as		instruction
	by our own		to our (Pretoid)		it had-would
	business		of our		larger
	essential-ly		to have		care-occur
	assemble-y		which would-had		present-person
	assume		who will		profit-d-ble
	which will-children		inferior		secure
	each will		invention		security-secured
	dollar		machine		taken
	examine-tion		machinery		suggest-d
	examined		machinist		suggestion
	complete		messenger		position
	consequence		passenger		opposition
	consequent-ly		neglect-ed		possession
	color-clerk		neglectful		called-equald-quality
	condition-al		origin-al		can be
	addition-al		financial		rule-d
	full		commercial		relate-d-tion-tive
	feel-fill-follow		for instance		than it (Dhent)

**Nomenclature.**

Ged<sup>1</sup> Iss<sup>2</sup>-Med Thees<sup>2</sup>-Eld Ver<sup>2</sup> F<sup>3</sup>-Ar. Retoid<sup>2</sup> Efshond<sup>3</sup> T<sup>2</sup> En<sup>1</sup> B<sup>3</sup>-T Wenthr<sup>1</sup> Z<sup>2</sup> En<sup>2</sup> Tetoid<sup>1</sup> Petoid<sup>2</sup> B<sup>2</sup>-O : Eld T<sup>2</sup> Tetsoid<sup>2</sup> En<sup>3</sup> Betoid<sup>1</sup> Ing<sup>3</sup>-E Weld<sup>1</sup> F<sup>1</sup>-Rayst Retoid<sup>2</sup> Kreft<sup>3</sup>-E Fers<sup>1</sup> (p) B<sup>3</sup>-T. Ver<sup>2</sup> Petoid-Lay<sup>1</sup> A-D<sup>2</sup>-Lay A-Ter<sup>1</sup> A-Lend<sup>3</sup>-Skay-P Iss<sup>1</sup>-A P<sup>1</sup>-K-Ter (p) B<sup>3</sup>-T. Ver<sup>2</sup> Sper<sup>1</sup>-Ing A-Ref<sup>1</sup>-Let, Ver<sup>2</sup>-Ref-Ray A-Lay<sup>2</sup>-K A-Shen<sup>2</sup>, Iss<sup>1</sup>-A Gel-S<sup>3</sup> M-Ray<sup>1</sup>-Ray (p) B<sup>3</sup>-T. Ver<sup>2</sup> D<sup>1</sup>-Mend A-Ray<sup>1</sup>-K A-P<sup>2</sup>-Bel : i B<sup>1</sup>-Chay Iss<sup>1</sup>-A-Men (p) B<sup>3</sup>-T. Ver<sup>2</sup> S<sup>1</sup> A-Plen<sup>3</sup>-T A Steh-Ar<sup>3</sup> Iss<sup>1</sup>-A-Bels : Ing Efs<sup>2</sup> : A (p) B<sup>3</sup>-T. Betoid<sup>1</sup> Ing<sup>3</sup>-E Petoid-Lays<sup>1</sup> (p) Ray<sup>2</sup>-Ith, Betoid<sup>1</sup> Ver<sup>1</sup>-E Ah : Ray<sup>3</sup>-Chays (p) Retoid-Ven<sup>2</sup> Betoid<sup>1</sup>-Ther-E Kays-Pens<sup>3</sup> : a (p) ew : En-Vers<sup>3</sup>, Ar<sup>2</sup>-Skayter-D En<sup>1</sup> Ray<sup>1</sup>-Chay A-En-F<sup>1</sup>-Net Per<sup>3</sup>-Fshon : ew E Lay<sup>1</sup>-F-Jer-Ms (p) B<sup>3</sup>-T. Betoid<sup>1</sup> Net<sup>2</sup>-L Emshon<sup>2</sup> : O Iss<sup>1</sup> B<sup>3</sup>-T En<sup>1</sup> : a-Kayshon. Fer<sup>2</sup>-E Met<sup>2</sup> : O Dhet<sup>1</sup>-Pels : A Tees<sup>2</sup> Let<sup>1</sup> Frel<sup>1</sup> : o-Kay En<sup>1</sup>-E Sen<sup>2</sup>-B-M, Petoid<sup>4</sup> Eld<sup>2</sup> Dhet<sup>1</sup>-Belses : A Ing<sup>3</sup>-E a : Sef<sup>3</sup>-Ar Speeses<sup>2</sup> : A (p) Fer<sup>2</sup>-M-Ment, Ar<sup>2</sup> Vees<sup>1</sup>-Bel E V<sup>1</sup> V<sup>2</sup>-Ray : Ing Fets<sup>1</sup> (p) En-Ray<sup>3</sup>-a : Pet-Ar : Ing Spret<sup>1</sup> (p) B<sup>3</sup>-T.

*Direction.*—Convert into notes and vocalize.

**Typewriters in India.**

*read* A quaint tale of a typewriter is told by an Anglo-Indian. One of the English judges in India was an expert on the machine, and it occurred to him to use it for the taking of judicial notes. The machine was conveyed into court, when a certain novelty was imparted to the proceedings by the click of the keys and the tinkle of the bell which indicated that a line had been completed. The prisoner was found guilty and sentenced. Promptly he appealed on the ground that, instead of listening to the evidence, the judge had whiled away his time by playing on a musical instrument.

**Nomenclature.**

T<sup>1</sup>-Perters : I En<sup>1</sup>-En-D-Yuh.

A Kent<sup>2</sup> : Weh<sup>2</sup> T<sup>2</sup>-Lay (p) A-T<sup>1</sup>-Perter Iss<sup>1</sup> Teld<sup>2</sup> B<sup>1</sup> A-Ing<sup>3</sup>-Gel End-En. Wen<sup>2</sup> (p) Ing<sup>1</sup> J<sup>2</sup>-Js En<sup>1</sup>-En-D Z<sup>2</sup> A-Kays-Pret<sup>2</sup> Retoid<sup>1</sup>-Chetoid-M-Ish, A-T<sup>2</sup> Kred<sup>2</sup> M<sup>4</sup> Petoid<sup>2</sup> Z<sup>3</sup> T<sup>2</sup> F<sup>2</sup>-E T<sup>2</sup> : Ing Petoid<sup>1</sup> Jed<sup>1</sup>-Shel Nets<sup>2</sup>. E M-Ish<sup>2</sup> Z<sup>2</sup> Con : Ved<sup>2</sup> En-T<sup>2</sup> Kret<sup>2</sup>, Wen<sup>2</sup> A Iss-Ret<sup>2</sup> En-Vel<sup>1</sup>-T Z<sup>2</sup> Em-Pret<sup>3</sup> Petoid<sup>4</sup> Pers<sup>1</sup>-D-Ings B-E Kel<sup>1</sup>-K : Ing (p) Kays<sup>1</sup> Ketoid-Chetoid<sup>1</sup> T<sup>1</sup>-Ing-Kel (p) B<sup>2</sup>-Lay Chay<sup>2</sup> End<sup>1</sup>-Ket Dhet<sup>1</sup> A-Len<sup>1</sup> D<sup>3</sup>-Ben Com : Plet<sup>1</sup>. E Pers<sup>1</sup>-Ner Z<sup>2</sup> Fend<sup>3</sup> Gel-T<sup>1</sup> A-Sent<sup>2</sup>-Enst. Per<sup>1</sup>-Emt-Lay Retoid<sup>2</sup> P<sup>1</sup>-Eld Retoid<sup>1</sup>-Chetoid Grend<sup>3</sup> Dhet<sup>1</sup>, Ens-Ted<sup>2</sup> (p) Els<sup>1</sup>-En : Ing Petoid<sup>4</sup> Ved<sup>2</sup>-Ens, E J<sup>2</sup>-J D<sup>3</sup> Weld<sup>1</sup> Way<sup>3</sup> Iss<sup>1</sup> T<sup>1</sup> B<sup>1</sup>-Pel : Ing Chetoid<sup>1</sup>-Ketoid Ems-K-El<sup>3</sup> In-Ster<sup>1</sup>-Ment.

*Direction.*—Convert into notes.



TO THE STUDENT.

Carefully study the following complete list of oid sign phrases. At first they will appear obscure; but if you will bear in mind the simple principles of phrasing, and of adding words by hooks and circles, as exemplified on page 9, and the use of the "dher tick," page 34, they will appear meager indeed. Read and write them repeatedly.

1 2 3 4 5 6 6 6 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24  
 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50  
 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80  
 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100  
 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130  
 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170  
 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210  
 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250  
 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300

Nomenclature.

Jent<sup>1</sup> : -Iss<sup>2</sup>-Yuh-Ray Wer<sup>3</sup>, Sent<sup>2</sup>-Els Iss<sup>2</sup>-Med Der<sup>2</sup>-Retoid-Pees<sup>2</sup>  
 Ses<sup>1</sup>-En Tetoid-Kays-Pees<sup>2</sup>-Lay Ster<sup>1</sup>-Ing Fret<sup>2</sup> Wen<sup>4</sup>-Chetoid Tred<sup>2</sup>  
 En<sup>1</sup>-Yay Skayshon<sup>2</sup>. En<sup>2</sup> Spens<sup>2</sup> Iss<sup>2</sup>-Ben Spee<sup>3</sup>-Ard Petoid<sup>2</sup> D<sup>3</sup> Ar<sup>3</sup>  
 M<sup>3</sup>-Ket Ketoid<sup>2</sup>-Chetoid Splen<sup>2</sup>-Ded Efs<sup>1</sup>-Lay-Tees Chay<sup>2</sup> Weh<sup>1</sup> Peeses<sup>2</sup>  
 F<sup>2</sup>-End-L : Ing Bees<sup>1</sup>. Thees<sup>2</sup> Fret<sup>2</sup> Iss<sup>2</sup>-Rays-Let En<sup>1</sup>-Chetoid Pen<sup>2</sup> :  
 Ing (p) M<sup>2</sup>-N En-Chetoid<sup>2</sup> Kents<sup>2</sup>, Ketsoid<sup>2</sup> Dren<sup>1</sup> Ar<sup>1</sup> M<sup>2</sup>-N-B-Ars Jeftoid<sup>2</sup>  
 Ret<sup>2</sup>-Ef Gen<sup>1</sup> Est<sup>1</sup>.

Ars<sup>3</sup> Iss<sup>1</sup>-Chetoid-Emst Per<sup>2</sup>-Gers-V M<sup>3</sup>-Ket En<sup>1</sup>-Chetoid Eld<sup>2</sup>. B<sup>1</sup>-  
 Lay-Kayshon E Net<sup>2</sup>-L Deester<sup>1</sup>-Bet : Ing Senter<sup>2</sup> Ef<sup>2</sup>-Chetoid Enter<sup>1</sup> Net-  
 Ray<sup>1</sup>-Ray Sith<sup>3</sup> Tedoid-Wayst<sup>2</sup>, Weh<sup>1</sup> Ens-Ray<sup>3</sup>-Peest Ish<sup>1</sup>-P- : Ing



Fs<sup>1</sup>-Lay-Tees Kay-Pled<sup>2</sup> Weh<sup>1</sup>-Chetoid Jayst<sup>3</sup> Pen<sup>2</sup> Steh-Kays<sup>1</sup> Kay-Ray<sup>3</sup>-D En<sup>1</sup> M<sup>2</sup>-K, Ketoid-Perses<sup>1</sup> Cher<sup>2</sup> I-Pen<sup>2</sup>-Ars Weh<sup>4</sup>-D-Way-Kay Art<sup>1</sup>-Lay-Ars. Wer<sup>1</sup> Ray<sup>2</sup>-Ped-Lay Wen<sup>1</sup> : Chetoid Beest<sup>2</sup> B<sup>1</sup>-Ars Ver<sup>2</sup>-Wer.











Weh-Ish<sup>1</sup> Petoid<sup>2</sup> Ber<sup>3</sup>-Yuh M<sup>2</sup>-Ing-Chetoid-M-N Jeltoid<sup>2</sup> Vees<sup>1</sup>-T S<sup>3</sup> Fer<sup>2</sup>-Yay Skayshon<sup>2</sup> Thees<sup>2</sup> Ses-N<sup>1</sup>, Kretoid<sup>2</sup> Con : F<sup>1</sup>-Dent Dhet<sup>1</sup>-Thees Vees<sup>1</sup>-T Lay<sup>2</sup> Eld<sup>1</sup> Petoid<sup>2</sup> M<sup>2</sup>-N-Mer. E Tren<sup>2</sup> Ter<sup>1</sup>-P Lay<sup>2</sup> Kayst<sup>1</sup> Tetoid<sup>2</sup> Let<sup>1</sup> Kletoid<sup>2</sup>-Iss-V-Yuh M<sup>2</sup>-N-Dees Chetoid<sup>1</sup> Fet<sup>3</sup> Bees<sup>1</sup>.

Kay<sup>2</sup> Sent<sup>4</sup>-Els. Ters<sup>2</sup>-P-Ret Iss<sup>2</sup>-Ben Sent<sup>2</sup> Yuh<sup>2</sup>, Ketoid<sup>2</sup>-Chetoid Rayter<sup>1</sup> Lay<sup>2</sup> Cherf<sup>1</sup> Fern<sup>2</sup>-Ish Fel<sup>2</sup> Enshon<sup>1</sup> Bet<sup>3</sup> O : Tels<sup>2</sup>, Tees<sup>2</sup>-Ter, Pen<sup>2</sup> Pel<sup>2</sup>-Kayshon.







Terst<sup>2</sup> : Ing Petoid<sup>2</sup> Ber<sup>3</sup>-Yuh M<sup>2</sup>-Ing Ar<sup>3</sup>-Gaysts Thees<sup>2</sup> Ses-N<sup>1</sup>, Wer<sup>1</sup>, Yay<sup>2</sup>-V-T-Lay.

NOTE.—No key is given to the above. Study it closely, converting it into notes, then into longhand.

#### "Dher Tick."







Outlines ending in a circle or final hook, such as "upon," "before," "it is," "since," etc., can not be lengthened to add "their-re" and "they are," because the circle or hook would be in the wrong order of reading. In cases of this kind, provision is made for phrasing "their," etc., by what is known as the "dher tick," which is a heavy inclined oid. Read and study the following examples:  it is their-re; rather than their;  more than their—they are;  because there—ir—they are;  are not their-re;  does their-re;  since their-re—they are;  since their own;  since they are not there;  must their-re;  as soon as their-re—they are.

#### Disjoined.

The "dher tick" is also disjoined in the place of the "ing doi" to affix "ing there-ir," as in  staying there;  doing their;  going there;  finding their-re;  placing there-ir;  taking their-re.

#### COMMON EXPRESSIONS.

Such common phrases as "from time to time," "day by day," "more or less," etc., may always be contracted by leaving out the unimportant words, and either phrasing the remaining words or writing them in close proximity. Study and familiarize the following:

 from time to time;  by and by;  from day to day, day by day;  better and better;  darker and darker;  greater

and greater; drop by drop; face to face; over and over;  
 over and over again; again and again; through and  
 through; more and more; more or less; from place  
 to place; crime after crime; faster and faster; hand  
 in hand; side by side; two and two; year after year;  
 weaker and weaker; stronger and stronger; little by  
 little; slower and slower; quicker and quicker; (month after  
 month; step by step; outrage upon outrage; from cover  
 to cover; out and out; back to back; above and below;  
 over and above; one of the best; one of the most;  
 one of the finest; one of the nicest; now and  
 then; century after century; from center to circumference;  
 one of the largest; week after week; deeper and  
 deeper; from hour to hour, hour by hour.

NOTE.—“Have” may always be omitted before “been” and “done,” and supplied by context. See page 59.

**Court Expressions.**

Below are given a few common court phrases which, by familiarizing, will enable the student to form others in analogy:

state to the jury; state to the court; state whether or not; tell the jury; where do you reside? how long have you been? what is your business? what is your age? what is your occupation? do you know whether or not? where were you? what took place? gentlemen of the jury; may it please your honor; may it please the court; how long have you been engaged? how long have you resided in that city?

**Prefixes and Affixes.**

Speed is greatly expedited by the use of prefixes and affixes. Look at the word “circumstance” and “self-composed.” Without the use of the prefix for “circum” and “self,” the awkward and long outlines, “Iss-Ray-Kay-Em-Stens” and “Slay-Ef-Kay-Em-Peest,” respectively, would have to be used.

Write the following words, employing prefix and affix signs:

accommodation understandingly interpose circumscribe unconquerable magnetic magnify forefather recognition circumspect whoever transcribe transfer discommode carelessness carefulness suitability irksomeness tiresomeness fruitfulness noncontagious joyful truthful sensible ourselves himself counterfeit foresee antidote magnitude contraband uninterrupted countermand contradict commiseration watchfulness gladness wearisomeness chronology phrenology whenever whatsoever friendship partnership hardship phrenological deceitful interchange intervene incompetent magnanimous unrecognized magnificent transmit transgress sinfulness thereafter transform thereto whichever lawfulness lawlessness interested complaint

condescend compromise concave convex contrary interjection self-same  
 unrecompensed amazingly disparagingly interpose in reconsidering the  
 antipathy intermission anticipate intercollegiate mindfulness thoughtlessness  
 thoughtfulness comrade feebleness therefore wherefore knowingly anticipa-  
 tory lovingly.




For "mental" and "mentality" "Ment" disjoined is used as an affix.  
 Instrumental-ity supplemental fundamental ornamental.

### NAME SYSTEM.

The Graham system possesses the most scientific and common-sense con-  
 sonantal name system of any system of shorthand in existence. By adhering  
 closely to the correct naming of consonants, one may obtain a sound so closely  
 akin to the word itself that he can not fail to name the word by merely sound-  
 ing the outline. Take any word and pronounce it slowly, then think for a  
 moment, and you will almost instinctively name the shorthand outline for  
 that word, the simple sounding of the outline and the word itself being so  
 nearly alike.

Bear in mind, now, that the outline must be correctly sounded, otherwise  
 the name system of Graham will not be worth more than that of any other  
 system. Remember that the stroke, with all its hooks and circles, half or  
 whole length, must be sounded in *one syllable* when possible. Now, this is  
 important. Look at the word "plant." The name of the outline is "Plent,"  
 which contains the consonants p, l, n, and t. If you say p-l-n-t you do not  
 get a sound anything like the word plant; but if you say "plent," then you  
 get a sound almost identical with the word, the only difference being that  
 "plant" is modified in sound by the short sound of the vowel "a." In many  
 cases the outlines exactly name the word, as in sent, sentence, sentences,  
 essence, met, went, engine, etc.

It must be borne in mind that this is the general principle of the system,  
 but that for the sake of speed we gain sometimes by not using outlines which  
 the word naturally suggests. When the outline does not exactly name the  
 word, however, it will so nearly name it that by sounding the outline, and  
 having the context to help you, you cannot fail to name the correct word.  
 Many times the Author in reading his notes has come to words which he  
 would hesitate to call, and, in fact, which he, perhaps, would not have read  
 had he not sounded the outline of the word.

Bear in mind that half length strokes contain either the consonant "t"  
 or "d," as the case demands; hence in reading outlines containing half  
 lengths, if the word is not suggested by applying the consonant "t" to the  
 stroke halved, then apply "d," and vice versa. Then in the outline  you might call it Bed-M and not get a suggestive sound for the word required  
 by the context; if not, call it Bet-M, which suggests "bottom." In the  
 outline  if you call it Bed-Fel, the word "beautiful" would not be sug-  
 gested; try Bet-Fel. In reading the outline  as Rent-M, "random"  
 would not suggest itself to you, perhaps; then substitute the sound of "d,"  
 and call it Rend-M.

*To the Student.*—Make out as large a list of words as you can, the outlines  
 of which exactly, or almost exactly, name the words.



**GRAHAM NAME SYSTEM ELABORATED.**

The established naming of the simple consonant strokes is for the sake of euphony only, and does not always indicate the *vowel relation* to the consonants in outlines. For example: "Kay," if so called, indicates *some* vowel sound after the *force* of the consonant, not necessarily the sound of the long "a," however. Remember that it is called "Kay" only for the sake of a general name. It might just as properly be called "Ake" or "Ek"; and in the cases of words having a vowel *before* this consonant, it would be more suggestive to apply some vowel sound before it in reading it.

To illustrate, in the word "accession," the outline Kayseshon would not be as suggestive as to call it Akseshon, or Ekseshon (the preference of vowels generally being given to the light, rather than heavy, in such cases).

Take also the word accident; if Kays-Dend or Kays-Dent does not suggest the word, call it Eks-Dent.

The word "cater" is suggested (in fact exactly named) by the outline Kay-ter, but the word "actor," for suggestiveness, requires it to be called Ekter.

"Alder" and "older" would be suggested by the outline Elder, "elder" exactly named by it, but "leader" requires it to be called Layder. However, in the lengthening principle, other syllables besides "der" are added; hence at first you might call it either Layter or Elter, but without suggestiveness.

The words matter, meter, etc., are more nearly suggested by an outline called "Metter" than "Emter."

**Strokes Regarded as Hooks, Etc.**

Take the word "crop," for instance. It is a word of one syllable, and by sounding the outline "Ker-P," as one would naturally do, you do not get the sound very suggestive of the correct word. But let us imagine that we have a "P-hook," and then pronounce the outline accordingly, *i. e.*, in one syllable, just as we would do if it were an N-hook on Ker, and we have an outline called "Krep"; then we have a sound very suggestive of the word "crop."

Take the word "Alfalfa." Call the outline as it is written, "Lay-Fel-Ef," and the sound does not very closely approximate the word; but instead of calling the first consonant "Lay," call it "El" (however, for convenience of joining, we must need use "Lay"), and then we are a little nearer home. Now, instead of saying "Ef" at the end of the outline, call the outline as it would be if we were to place the vowel e (short e) after the consonant F, making it "Fe." Then by sounding it as you have modified it, you have the outline "El-Fel-Fe," which so nearly approximates the word that you can not fail to get it, more especially if you have a context to help you.

Take the word "James," and imagine that we have an M-hook. We can say "Jems," which is then just as suggestive an outline for James as that for his "brother" John (Jen). "Dem," as an outline, would be considered a very suggestive sounding of the words dim, dumb, dam, etc., just as Den is for the word "Dan."

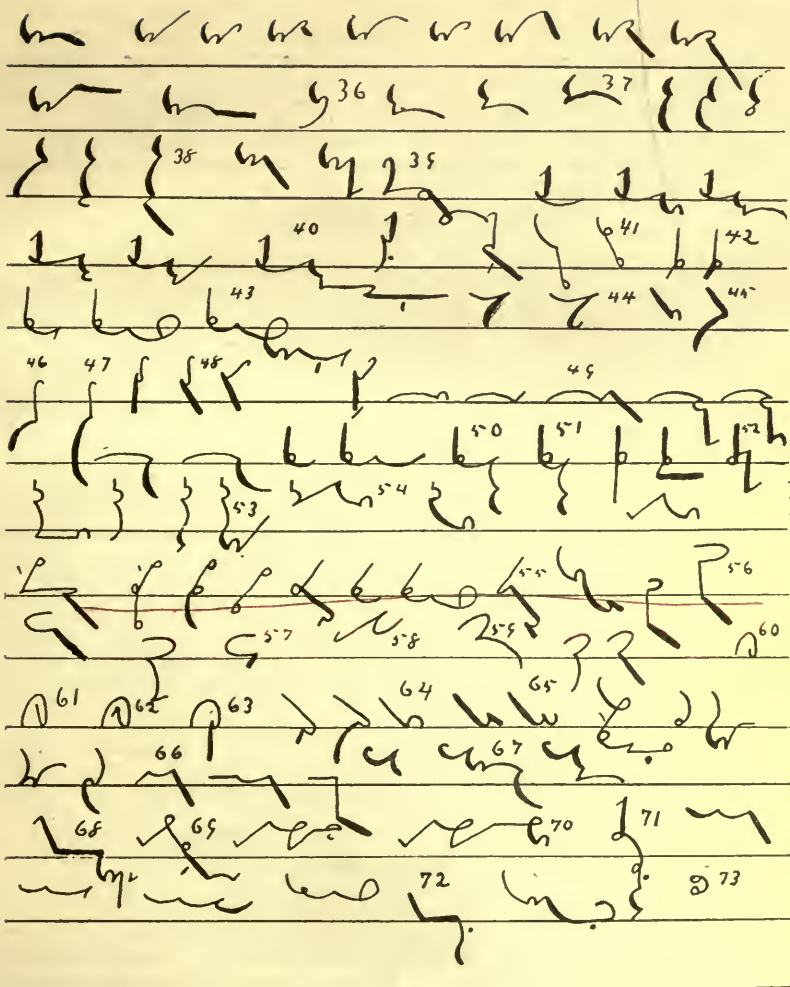
Look at the word "room." We do not use the stroke "Ray" because of the junction before M; however, let us call it "Ray" (after perhaps calling it "A<sub>1</sub>," and failing to arrive at the correct word), and imagine our M-hook again. Then we have an outline which, in keeping with the above, would be called "Rem," which of course is as suggestive of the words room, rim, rum, etc., as "Ren" is for the words rain, run, ran, etc.

To the Student.—Take other words where two strokes must be used for one syllable, and sound outline as if the second one were a hook, thus getting more familiar with the name system in general.

Comprehensive List.

The image displays a 'Comprehensive List' of shorthand symbols, organized into 15 horizontal rows. Each row contains several distinct symbols and strokes, many of which are numbered to indicate a sequence or specific variation. The symbols are written in a cursive, flowing style characteristic of shorthand. The numbers range from 1 to 35, appearing at various points throughout the list. The symbols themselves are diverse, including simple curves, loops, and more complex, multi-stroke figures. Some symbols resemble letters like 'h', 'w', 'b', 'f', 'g', 'j', 'k', 'l', 'm', 'n', 'o', 'p', 'q', 'r', 's', 't', 'u', 'v', 'w', 'x', 'y', 'z' in a highly stylized form. The overall layout is a grid-like progression of these symbols across the rows.





DIRECTION—Practice untiringly.

1. you do. This will not be confused with the "R" hook on D, because the hook rests on the line, which would not be the position for Der 3. 2. as you should be there. 3. as you can not. Be exceedingly careful about phrasing "can not" out of its position. If you do so, see to it that you make it decidedly half length. 4. as you do not do the. 5. as you are there. 6. as you are not there. This employs the "dher tick," which is explained elsewhere. 7. you can take the. 8. as you may be going there. The "dher tick" is also disjoined in place of the ing dot. 9. I am sure. 10. I am sorry. 11. I am certain that you are the. 12. Notice that the "I" is shifted to accommodate the second word of the phrase; so, also, is "We," "In," and "Of" of the first position, and "As" of the second. This is done because they can be easily read in any position, the second word in such phrases being the most important. Notice several other such phrases throughout this list. To illustrate the advantage of this, observe that if we do not let the second word govern such phrases, we could not distinguish between "In

these," "In this" and "In those." 13. I saw you there. 14. I was there. Lengthened for "There" and "Their," 15. on account. This should be distinguished from "I can not" by writing "Retoid" for "I," before can not. 16. as these. 17. as soon as their. 18. as long as. 19. he should. 20. should he. The Author writes "Chetoid" for "he" in connection with "should"; but it could as well be reversed; however, some uniform way should be adopted. 21. as in the. 22. with that. 23. we thought that you. 24. we thought that they. 25. we have your valued favor. 26. we took. 27. do you think there-ir. 28. do you not know. 29. did he not know. 30. they should be. Be careful about the joining of "Retoid" in this case. Do not make it look like an "N"-hook. "Chetoid" may be used. 31. this is your. 32. this is his—as. 33. if I may—am. 34. if he can not. 35. on me. "Me" and "Him" both having the same outline, being the same parts of speech, and having the same case, one of them should always be vocalized when out of its position or phrased. It is preferable to vocalize "Me" in such cases, leaving "him" unvocalized. This rule is not necessary when the third person "he" or "him" has not been introduced in the sentence. 36. that you shall—wish. By context this will distinguish from the "R" hook on "Ish." 37. that he may be. 38. that they should be. 39. there must be some trouble. 40. I do not know that I can go there. 41. if it is possible. "F" is halved for "T," and "T" being the word sign for "it," it is thus added. 42. it is there. 43. it is not necessary that you should know the. 44. in your own. 45. by your. 46. until your. 47. until the other. 48. it will not be. 49. may he be. 50. does nothing that. 51. does not think that. 52. does he do the. 53. I would say that you are. 54. I would refer you. 55. which have been there. 56. what would it be. 57. were we there. The "Dher tick" may also be used on "briefs." 58. we are with you. 59. what you are. 60. you would not—you were not. 61. you would have—you were to have. 62. you would have the—you were to have the. "Have" and "of" may be represented on enlarged briefs by a V-hook. Care must be exercised to distinguish the N-hook from the V-hook in such cases. 63. you would not do. 64. upon you. N-hook omitted for the junction of "you." 65. before you. "You" inverted for the junction. 66. should not be. Stroke for "not" is used to get the junction for "he." 67. in order that you may have. 68. I beg that you try. 69. I respectfully submit the. Vocalize "submit." 70. I earnestly request that you. "T" omitted from the loop in "request" to permit junction of "that." 71. I desire to state that the. "To" is omitted before infinitive "state" to permit phrase. The word "to" is omitted in a great many other instances and a great deal is gained thereby, permitting phrases which would otherwise be impossible. "To" may always be readily supplied by context. (See page 30.) 72. beg to say that. 73. is what is.

DIRECTION TO STUDENT.—In the above carefully selected list of representative phrases, students will find excellent food upon which to feed for many a fortnight. Practice them continually and never-ceasingly. Use them for line practice, writing page after page of them.

### PHRASING.

It is the aim of the Author to present a plain and common-sense view of phrasing, getting the student familiar with a number of representative phrases of the most common occurrence, leading him instinctively into forming them himself, no matter if he has never seen them in a book, nor had them presented to him by a teacher. This he can do if he will but critically observe the principles of construction of the phrases given in the foregoing pages.

#### How to Phrase.

Phrase *just as you talk*. This is the secret of it in a nutshell, as it were. In talking, are there not certain words and expressions that, being closely related to each other, you instinctively speak together, pausing slightly between others? Then phrase accordingly. Some authors go into tiresome details of giving grammatical rules for phrasing; but such rules are full of exceptions, and are, at best, very tedious and unsatisfactory. Let us rather observe this relation than the grammatical relation, and phrase words thus related, in so doing violating, of course, no principle of legibility or speed, etc.

*Finis*

### Logical and Grammatical Relation of Words.

Phrasing must be natural. When I tell you to phrase "just as you talk," this is general; it is not going into detail. This is left for you. This you must do cautiously and carefully, and from a *logical*, rather than a grammatical, standpoint. While it is true that the grammatical relation of one word or set of words to another very nearly coincides with their logical relation; yet after all, as far as it concerns the words as means of *expressing thought*, the logical relation is the most important, and the one to consider.

### What Is the Logical Relation ?

It is the relation in thought that one word bears to another—a generalized or conclusive relation based on common-sense reasoning, and not merely a relation which the simple parts of speech bear to each other.

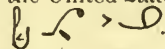



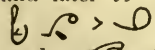


You may know the grammatical relation, parts of speech, etc.—a lunatic might recite them perfectly; but it requires a thorough appreciation of the thought expressed to ascertain the logical relation. This you can do if you will but make the matter you hear, see, or attempt to write, *your own thought*, as far as possible.

### The Only Grammatical Rule

which the Author deems worth trying to remember is one that says, words having any mark of punctuation between them should not be phrased. It is well to observe this; however, this has a few exceptions in the case of some of the more common phrases of business correspondence, etc. However, the above is in keeping with the logical relation also.

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





## PROGRESSIVE PHRASING AND OUTLINING.

Progressive phrasing and outlining is making phrases shorter, or contracting outlines, as they are continually repeated in the course of the matter. For example, in a public speech, if the speaker should use the term "Constitution and laws of the United States," the first time or two the reporter would write it in full—. If he finds that this term is one of the predominant thoughts of the discourse, hence a recurrent one, he will contract it to , which is in reality as brief as would be desired, and can be written two or three times while spoken once; yet, in order to demonstrate the liberties a truly progressive writer or reporter can take, having complete control of the context, it can safely be still further contracted to  and later to , which to him would remain suggestive. Compare  with , and note the evolution of the phrase. To have used  at first would have been absurd, and greatly at the expense of legibility.



### GENERAL RULE FOR CONTRACTING.

The Author offers the following rule for systematically contracting a certain class of words. Let the student thoroughly commit it to memory and apply it:

Words ending in "ity" preceded by a *consonant* which is preceded by a *vowel*, may be contracted by halving the *stroke* (not the *consonant*) immediately preceding "ity," as in hospitality ; gentility , amiability , obscurity , alacrity , disparity .

The above would not be applicable to such words as "parity," because the stroke immediately preceding the "ity" is the only stroke left in the word; hence, as there is no other consonant to be sounded with the stroke halved, it would be obscure and unsuggestive.

Write the outlines for the following words coming under the rule: formality, principality, popularity, instability, affability, hospitality, neutrality, expansibility, legibility, illegibility, instrumentality, insensibility, criminality, intangibility, nationality, partiality, rascality, obscurity, accountability, hilarity, culpability, implacability, malleability, intelligibility, infidelity, credibility, ductility, sociability, insolubility, cordiality, legality, illegality, gentility, constitutionality, adjustability, invisibility, variability, invincibility, profanity, prosperity, disparity, liberality, durability, attractability, plausibility, feasibility, sensibility, extensibility, inexpressibility, congeniality, stability, amiability, whimsicality, perspicuity, facility, sincerity, minority, retrievability, pliability, stickability, universability, taciturnity, advisability, alacrity, joviality, conviviality, potentiality, vicinity, combustibility, immorality, conventionality, maturity.

NOTE.—It does not necessarily follow that all the above words should be written according to this principle, some of them being expressed by signs or briefer contractions.

*To the Student.*—Give reason why, according to above rule, the following words can not be so contracted (each has a consonant preceding the "ity" which is preceded by a vowel): curiosity, generosity, ferocity, animosity, stupidity, and timidity.

#### Other Words.

In contracting other words, dispense with that part of the outline which is the least prominent, and without which the outline would remain suggestive of the word. Generally the unaccented part may be eliminated. Notice the outline "Trenseshons." It, though having been greatly contracted, clearly suggests "transactions." Care and common sense must be exercised in the contracting of words, but if this is done, it will be almost marvelous as to the amount of contracting one may do.

## 99 Mistakes.

*Direction.*—Read the following letters before comparing with the notes following them. The notes contain 99 mistakes. See how many of them you can find. Mistakes in vocalization, position, and occasionally of an outline are made. Re-write the letters, making all the corrections you can:

GENTLEMEN: We beg to acknowledge receipt of your esteemed favor of the 14th inst. Its contents have given us great pleasure. We are glad to note the continued prosperity of your house at last, after the dark shadow that so long hovered above it. It is gratifying to learn that you have succeeded in maintaining your position in the business community. Your success is a perpetual reminder that "where there is a will, there is a way." The energy and business capacity which has superceded the old order of things, is bound to result in much advantage to your house in the future, and we shall take great pleasure in giving our special attention to your demands when pleased to forward them. With best wishes for your future success, we remain,

Yours very truly,

GENTLEMEN: As you are aware, St. Louis has made, during the past season, an exceptionally strong effort to win the trade in your immediate section. No expense has been spared to advertise our market and the splendid facilities which we possess for handling business. This effort has resulted in the opening of many new accounts, and has drawn here many buyers who have heretofore gone East.

Ours is the most progressive market in the world. We are rapidly winning the best buyers everywhere.

We wish to number you among the many who will visit us from your section this season, and are confident that this will lead to many more. The trip will cost but little, and will save you many dollars on future business.

Come to St. Louis; transportation has been sent you, and the writer will cheerfully furnish full information about hotels, etc., upon application.

Trusting to number you among our guests this season, we are

Yours very truly,

---

The mind and the hand must be trained together. Granted that you are reading and studying much, but how about your practice? Don't neglect your "Line Practice" (see Introductory). Make your stationery bill as large as possible. You can turn the pages of your tablets into "greenbacks," as it were.





**Nomenclature.**Ketoid-Wender<sup>2</sup>-Let.

En<sup>1</sup>-Chetoid El<sup>3</sup>-Emp-Hays (p) Gef<sup>2</sup>-Let-Hays Steetion<sup>2</sup> T<sup>3</sup> T<sup>1</sup>-M-Kens-V, Stee<sup>3</sup>-Ten Petoid-Lend<sup>1</sup>, Iss<sup>1</sup>-Hayst-Chetoid-Ernst Wender<sup>2</sup>-Let En<sup>1</sup>-Eld. E Let<sup>1</sup> Tees<sup>3</sup> Stends<sup>3</sup> 15 Fet<sup>1</sup>-I, E Efs<sup>2</sup> Vets<sup>1</sup>-B-Lays I Iss<sup>1</sup> 9 Fet<sup>1</sup>-Kers, Ketoid-Tees<sup>2</sup> El<sup>2</sup>-Enses R<sup>2</sup> Iss-Chays<sup>3</sup> 4<sup>2</sup>-En-Chays-Ith-K. Tees<sup>2</sup>-Kay-Bel (p) Fel<sup>3</sup>-Shay : Ketoid-Ref-Let Kef-Lent<sup>1</sup> P<sup>4</sup>-Ref 2<sup>2</sup>-K-K-Mel-K-End-Lays, Ketoid-Chetoid<sup>2</sup> Dees<sup>1</sup>-Tens Fer<sup>2</sup>-Chay T<sup>2</sup>-Ken-B-Sen Chetoid<sup>1</sup> Kler<sup>1</sup>-Nets Iss<sup>1</sup> Per<sup>3</sup> Lay<sup>1</sup>-Met Nel<sup>2</sup>-B-Chetoid Ker-Vet<sup>2</sup>-Ray (p) Ray<sup>2</sup>-Ith. E Fel<sup>3</sup>-Shay Lef<sup>2</sup>-Petoid Ent-Ens-T<sup>1</sup> Ketoid-Blend<sup>1</sup> : Ing Gler<sup>3</sup> (p) Ster<sup>2</sup>-K (p) Let<sup>1</sup>-En-Ing.

Dhet<sup>1</sup>-Pret (p) Let<sup>1</sup> Chay<sup>2</sup>-Ref-Lays Ways<sup>2</sup> 15 Tens<sup>2</sup>, Tetoid-S<sup>2</sup> Skays<sup>1</sup> Iss-Chetoid<sup>1</sup>-M-Kens-M B<sup>1</sup>-Chets-M-Ved Thet<sup>1</sup>-Chetoid Per<sup>2</sup>-Sher (p) Ef<sup>1</sup>-Ingers Lay<sup>2</sup>-T-Ren T<sup>2</sup>. Tetoid-Cheld<sup>1</sup> Ket<sup>2</sup> Trel<sup>2</sup>-Retoid M-Ish<sup>2</sup>-Ray, Ketoid-Chetoid<sup>2</sup>-M-Tef-P-Ray Chay<sup>2</sup>-Per-Pels-T Ses-Tees<sup>1</sup> (p) Ketoid-Sing<sup>1</sup>-Gel-Bet (p) Kel<sup>1</sup>-K-Wer En<sup>2</sup>-Kayst En<sup>1</sup>-Ketoid-B-Kays Ketoid-Fet<sup>3</sup>-Skay-Wer.

E Let<sup>1</sup> Ses-Tees<sup>1</sup> (p) 2 Con : Kef<sup>2</sup> Dees<sup>1</sup>-Kays Bet<sup>3</sup> 8½ Fet<sup>1</sup> En<sup>1</sup>-D-Emter. Thees<sup>1</sup>-Dees-Kays R<sup>2</sup>-Pelst B<sup>3</sup> (p) B<sup>3</sup>-K Bet<sup>3</sup> Ketoid-Fet<sup>3</sup>-Pret, Ketoid-N<sup>1</sup>-Peeseshon Lay<sup>3</sup>-K-Lay-K-Ter-Men-Dees D<sup>2</sup>-Bel Con : V<sup>2</sup>-Kays-M : F-El-Enses, S<sup>2</sup> J<sup>3</sup> Dhet<sup>1</sup>-Thee Ked<sup>2</sup>-Net-B-Kayst En<sup>1</sup> Betoid<sup>2</sup>-Sing-Gel-Peeses, Ketoid-D<sup>3</sup> B<sup>3</sup> Blet<sup>1</sup> P<sup>2</sup> En<sup>1</sup>-Seg-Ments, Ketoid-Chetoid<sup>2</sup> Lay<sup>3</sup> Ster<sup>2</sup>-Ing Gay<sup>2</sup> Chetoid<sup>1</sup>-Ketoid-Gret I-Arn<sup>2</sup> Skel-Ten<sup>2</sup>. Ketoid-Thees<sup>2</sup> En<sup>1</sup>-Pent (p) F<sup>2</sup>, Iss<sup>1</sup>-Perses-Lay-Retoid-Kays.

B<sup>3</sup> (p) B<sup>3</sup>-K, Thees<sup>1</sup>-El-Nses-En-Kels Ketoid-Hay<sup>1</sup>-Lay Net<sup>1</sup>,\* N-T<sup>2</sup>-Chay Iss-Therst<sup>2</sup> Ketoid-P<sup>3</sup>-Ref El<sup>2</sup>-K-Let. Thees<sup>2</sup>-Elt Vets<sup>1</sup> Iss<sup>1</sup> Bet<sup>3</sup> 7 Ith<sup>3</sup> K-End-El<sup>3</sup> P<sup>3</sup>-Ray, Ketoid-Wents<sup>1</sup>-Elt Sper<sup>2</sup>-J-Ket Ther<sup>2</sup> Thees<sup>1</sup> Retoid-J<sup>3</sup>-M : F-Pers-Ems, Tees<sup>2</sup>-P-Ray Sent<sup>1</sup>-Ens-Fed Mern<sup>2</sup> 3<sup>2</sup>-K-Ith-Tees.

Tees<sup>2</sup> Betoid<sup>1</sup>-Gay Yuh<sup>1</sup>-Retoid-P-Ray (p) Chetoid-Men<sup>3</sup> Gen<sup>3</sup> Gers- P<sup>4</sup>-Retoid Pees<sup>1</sup> F<sup>2</sup>-K-T (p) 2<sup>2</sup>-K-K-Mel-K-Ends, Chays<sup>2</sup>-Chetoid El<sup>3</sup>-Men-T : Ing P<sup>3</sup>-Ray (p) Thees<sup>2</sup>-N-Chetoid-Let-Hays Wender<sup>2</sup>. T<sup>3</sup>-Retoid Pers<sup>2</sup>. T, E Fen<sup>1</sup>-Est Oi-Lay<sup>1</sup>-Lay-Emp Chay<sup>2</sup>-En-J-N-T Iss<sup>2</sup>-Ben Blet<sup>2</sup>-D-Vees, Emp<sup>2</sup>-Sen Chetoid<sup>1</sup>-Ketoid-Kler-Net Sem<sup>2</sup>-3-K 4<sup>1</sup>-Ray M-Lays<sup>1</sup> T<sup>3</sup>-S. E N-Chetoid<sup>2</sup>-Let Emb<sup>2</sup>-Sen T<sup>3</sup>-Ketoid-Pent 12<sup>2</sup>-Ray M-Lays<sup>1</sup>-Way.

*To the Student.*—The above is written in advanced style and has no key. See that you are able to read it. First convert into notes, then into longhand.

**For Arrangement.**

*Direction.*—Read the following pieces of poetry, study the context, arrange into verse form, capitalize, punctuate, and convert into notes.

\*Net<sup>1</sup>, "Interior."

**TO A JONQUIL.**

LAURA L. ATKINS.

o thou bright flower with golden chalice deep six golden petals fair in bright array stand guard around this royal cup to pay the homage due to one who dares to peep from mother earth where he has lain asleep and give us greeting while the snows yet stay on distant hills but now the bluebird's lay with ecstasy doth make our glad hearts leap for joyous spring in all her beauty rare is gliding o'er the valley jonquil bright sweet memory brings a gentle message fair affection is returned thou whisperest light we welcome thee sweet messenger of spring and evermore we will thy praises sing.

**A WINTER SERMON.**

C. R. BLAIR.

thou dwellest in a warm and cheerful home thy roof in vain the winter tempest lashes while houseless wretches round thy mansion roam on whose unshelter'd heads the torrent plashes thy board is loaded with the richest meats o'er which thine eyes in sated languor wander many might live on what thy mastiff eats or feast on fragments which thy servants squander thy limbs are muffled from the piercing blast when from thy fireside corner thou dost sally many have scarce a rag about them cast with which the frosty breezes toy and dally thou hast soft smiles to greet thy kiss of love when thy light step resounds within the portal some have no friends save him who dwells above no sweet communion with a fellow mortal thou sleepest soundly on thy costly bed lull'd by the power of luxuries unnumber'd some pillow on a stone an aching head never again to wake when they had slumber'd then think of those who form'd of kindred clay depend upon the doles thy bounty scatters and god will hear them for thy welfare pray they are his children though in rags and tatters.































**REPORTING SIGNS AND CONTRACTIONS.**































The following lists have been very carefully selected. They correspond to Graham's Reporting Lists, but in the Author's opinion, Graham's list is too elaborate, and contains too many signs for words and phrases which are of such rare occurrence as to make it but a loss of time on the part of the pupil to memorize them, and also many signs which are the full outlines for words.































In these lists are presented only such signs as will be of most *practical benefit* to the student, thus rendering the list comparatively simple and easy to study; yet, with a competent knowledge of outlining and contracting, it is sufficiently comprehensive for all purposes.

*To the Student.*—It would be advisable for you to prepare a list of signs in a neat little book for study. By observing the laws of analogy, you will be able to form three or four times as many signs and contractions as are presented herein. Arrange lists in different ways. One good plan would be to form a list composed of half-lengths. Another would be to make a list of signs containing initial hooks, etc. In fact, there are many different ways to arrange them in which it would be very profitable for you. Try this. It is a most excellent mode of committing them to memory.

Reporting Signs.



























































































 suspicion-ions  
 suspect-ed  
 exasperate-ed-ion  
 step by step  
 comply  
 applicable  
 supply  
 explicit  
 explore-d-ation(Spler)  
 practicable-ity  
 suppress  
 preliminary  
 parallel-d  
 parliament-ary  
 superlative-ness  
 hopeful-ly-ness hope  
     to have  
 perfected  
 Professor  
 punish-ment  
 punishments  
 happiness  
 spoken  
 expensive-ness  
 expense  
 expanse  
 suspension-sive  
 compliance (Plens<sup>1</sup>)  
 appliance  
 explain-ed-tion-tory  
 comprehension-sive  
     (Pren)  
 apprehension-sive  
 comprehensible-ity

 apprehensible-ity  
 supernatural-ness  
 supernaturalist  
 inexperience  
 exception  
 completion  
 supplication  
 oppression  
 spiritualization  
 stupid-ity (Stch-Ped)  
 complete-ness  
 spirit  
 prophetic  
 providential-ly  
 upon what (see p. 10)  
 upon it  
 of what (By license)  
 as to what  
 spontaneous-ness  
 expend-iture  
 expand  
 stupendous-ness  
 plenty-fully plaintiff  
 comprehend  
 apprehend  
 unexplained  
 superintend-d-ent  
 to have been  
 subordinate-ion  
 believer  
 sublime-ity  
 liberty

 brethren  
 able to have-belief  
 exhibition  
 obligation  
 body  
 by it-by what  
 be it-beauty-ful-ly  
 exhibited  
 build-ing-built  
 behold-able to-beheld  
 abroad  
 behind-combined  
 be not-abundant-ce  
 bounty-ful-fulness  
 at first-at the first  
 citizen  
 fellow citizens  
 as to it  
 consist  
 tolerate-d-tion  
 tolerant (Tlernt)  
 internal  
 truth-contract-ed  
 it were-attract-d  
 instruction  
 trial  
 control  
 it ought to have  
 it ought to have had  
 it would have (See  
     page 59)  
 it would have had  
 contriv-ance






























































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



























	contractive		contradict-ed		which would have
	attractive (Tref)		defendant		which would have had
	contraction		contradistinct-ion		such ought to have
	attraction		contradistinguished		such ought to have had
	instructive		contradistinctive		such would have
	taken		distinct-ion		such would have had
	contain		distinguish-ed		cheerful-ly
	attain-at one		distinctive		which are to have
	attainment		idle-y		which were to have
	circumstantial		divine-ity		which it
	consistency		is said to have		which ought
	sustain		denominate-ed-ion		which would
	at length		denominative		child-childhood
	eternal-ly-eternity		delinquent-cy		which were had charity
	tuition		deliverance		which ought not
	situation		doctrine-al		which would not
	constitution-al-ly		darken-ed		such ought not
	constitutionality		directness		such would not
	Constitution of U. S.		contradiction		Jesus-just as
	construction		derision		religious (Jays <sup>1</sup> )
	extraction		direction		irreligious
	to their		delight		advantageous-ly
	it therefore		delude-dilute-ed		angel
	to their own		inconsiderate-ness		evangel-ic-ical
	as it ought		derived		evangelization
	as it would		which are in		endanger
	as to a-an		such are		jury-junior
	as I		such were		jurisdiction
	constant-as it ought not		bachelor		Jehovah-joyful-ly
	constituent		Bachelor of Arts		Jove
	transient		which ought to have		juvenile-ity-ness
	it would not		which ought to have had		suggestive-ness



Reporting Signs—Continued.

 general-ly  
 religion  
 generalize  
 generation  
 regeneration  
 imaginative  
 exaggeration  
 exaggerate-ed  
 exaggeratory  
 agent  
 gentleman  
 imagined  
 justification  
 justification by faith  
 ought to have had  
 countrymen  
 countryman  
 commonest  
 exterior  
 exquisite-ness  
 excuse-able  
 calculate-d-tion  
 calculable  
 conclusive-ness  
 skillful-ly  
 exclusive-ness  
 secl'usive  
 accuracy  
 curious  
 describe-d-scripture  
 inscribe-d





























































 insecure  
 insecurity-unsecured  
 inscription  
 description  
 clear-ed-ly-ness  
 clerk-color-ed  
 scholar  
 secular  
 call forth  
 corrective  
 descriptive  
 inscriptive  
 we can (By license)  
 Christian-ity  
 Christianize  
 exaction  
 conclusion  
 exclusion (Skelshon<sup>2</sup>)  
 seclusion  
 active-ity-ly-ness  
 covr-ed  
 creative  
 acquisition  
 accession  
 accusation  
 sect-arian  
 exact-ed-ly-ness  
 exclude-d  
 seclude-d  
 conclude-d  
 creature-accord

 account-county  
 countenance-d  
 we can not  
 and what  
 and would  
 and what is-has  
 and would his  
 signify-ied  
 significant-ce-ly  
 significancy  
 we give  
 glory-glorify  
 glorious  
 singular-ly-ity  
 degree  
 govern-ed-ment  
 governor  
 organ  
 organize  
 organization  
 signification  
 glorification  
 guilt-y  
 gave it  
 grand-eur  
 goods  
 fill-feel-fall-follow  
 full-fail-for all  
 fool  
 failure  
 for all are-our































































## Reporting Signs—Continued.

	if all are-follower		frequent-ly		with all, withal
	for all our own		visible-y-ity		with all its
	form-ed		Savior		with all their
	former		favored		they will-all
	formal-ly		favorite		thou wilt
	formality (Fer¹-Let)		converse-ant		there are all, there will
	conformable		universe-al-ly		they ought to have
	from all		university		they have
	fiction		universalism		they would have
	phonography, often		averse		with all of (Dhelf¹)
	fallen		even-ing		they all have
	philanthropy-ic-ist		conviction		thou wilt have
	philanthropical		vocation		there ought to have
	if our own		avocation		there ought to have been
	furnish, furniture		conversion (Vershon¹)		they are to have
	for our own		version		there have been
	affliction		aversion		there would have
	formation		of it-avoid		there would-had
	fraction		of their (Veether¹)		there would have been
	fruition		over it, convert-ed		there are all to have
	if it, for what, feature		virtue		then their own
	future-ity		virtually		they ought
	footstep		virtuous		they ought to do
	fault, followed, filled		virtuously		they had-would
	fill it, feel it		convened		they ought not
	failed, felt		have not		then it
	for all it-had-would		avert-ed		they would not-had not
	from what		through		there ought not-on either hand
	from it		author		on the other hand
	if not		authority-ative		there would not-had not
	for not		throughout-it		cessation
	found-ed-ation		thankful-ly		assist-ed-ance

Reporting Signs—Continued.

	useful-ly-ness		evolute-d
	astonish-ed-ment		revolutionize
	establish-ed-ment		will it, let
	so it is		while it, we will have had
	so as to be (See page 30)		seldom
	so as not to be		extraordinary
	was to have		concerned
	used to have		unconcerned
	was to have had		with our, aware
	is there-ir		real-ly-ity
	was their-re		realization
	share		are to have, revolve
	she ought-wished		we are of, we are to have
	shall it		whereof
	she would-had		whereon, workman
	she ought to have		irrational-ly-ity
	wish-ed to have		rational-ly-ity
	shall have		reformation
	she would have		hereafter
	she ought to have had		were not
	shall have had		we were not
	she would have had		consume
	as well		million-th
	as well as		promulgate-d-ion
	salvation		mercy-ful-fully
	will have love-ing		family
	will have you		exemplify-ied-cation
	salvation of the soul		immoral-ly-ity
	we will have		moral-ly-ity
	revelation		immoral-ly-ity
	revolution		mortal-ly-ity
	evolution		examine, some one

## Reporting Signs—Concluded.

	mention		why have
	unexampld		with their
	extemporaneous-ly		weather
	may have been (page 59)		why not
	impatience		swindle-d
	impatient		we were-would, with what
	some other one		what we-were-would
	mental-ly, amount		were we-what
	movement		would we
	imponderable-ity		with you
	impenetrable-ity		what you-ye
	United States		were you-ye
	necessary-ily		would you-ye
	instinct-ive		your own
	next, commenced		your other-orde:
	stenography-er-ic		ye were-would
	synonym-ous-ly		yet were-we
	We have known ("Have supplied")		beyond what
	ignorance		you were-would
	wonder-ed-ful		holiest
	intrinsic-al-ally		holiness
	another one		holier
	no other one		herewith
	interior, in it-what		(Yayders <sup>2</sup> -Ved) your order is received
	anterior		
	New Testament		
	Old Testament		
	(Neft) infinite, infinitely, infinitude		
	on the one hand (Wenend)		
	ignorant		
	intercession		

Reporting Contractions.































pure  
power  
poor  
patentee  
persecution  
prosecution  
proscription  
prescription  
prescribe  
proscribe  
persecute-d  
prosecute-d  
prescriptive  
proscriptive  
apparition  
portion-Parisian  
apportion  
pertain  
appertain  
specific-al-ness  
specify  
placable-ility  
applicable-ility  
property  
proper-proprietry  
appropriate-d-ness  
appropriation  
proportion-ed  
prepare  
prepared  
purport-ed  
purpose































perhaps-propose  
pestilential  
pusillanimous  
prohibition  
probation  
approbation  
prohibit-ed  
probate-d  
proclaim-ed-ation  
proclivity  
permanent-ce-cy  
preeminent-ly  
prompt-ed  
permit-ed  
promote-d  
permission  
promotion  
perspective-ly  
prospective-ly  
prospects  
precede  
proceed-persuad  
perspicuity  
prosperity  
pursued  
pursuer  
approximate-d-ity  
presumptuous-ly-ness-ive  
present-ed-ation  
present  
spiritualism  
supernaturalism

inspirable  
inseparable  
insuperable  
inspired  
paternal-ly  
patron-pattern  
paternity  
patterned  
prediction  
protection-predication  
production  
product  
protestant  
predestined  
ponderable-ility  
penetrable-ility  
beautify  
breath  
birth  
beneficial-ly  
benefit-ed  
beneficent-ce  
benevolent-ce  
benefactor  
being  
bank-bankruptcy  
obstruct-ed  
obstructive  
obstruction  
abstract  
abstractive  
abstraction































































Reporting Contractions—Continued.

	transfer-red
	transform-ed-ation
	extenuation
	adopt-ed
	adapt-ed
	auditor
	auditory
	debtor
	editor
	deter-detriment-al
	detract-ed
	(Dee <sup>3</sup> -Tershon) detraction
	decline-able-ation
	declension
	delusion-dilution
	desolation
	dissolution
	desolate
	disolute
	dominate-d-ation-ant-ance
	diminish-ed-ution
	admonish-ed-ition
	disappoint-ed-men
	despond-ed-ent-ency
	destructible
	(Dees Ter) distract-ed
	(Dee-Iss-Ter) administer
	destruction
	distraction
	administration
	administrative
	dstrac ive

































	distortion
	destitution
	dissatisfaction
	decease
	disease-d
	demonstration
	changeable
	chargeable
	changer
	judicial-ly
	judiciary
	judicious-ly-ness
	capitol-al
	caused
	cost
	commonly
	common-law
	God
	guidance
	fortune-ate-ly-ness
	comfort-ed-able
	phonetic-al
	fanatic-al
	fluent
	affluent
	fatality-fidelity
	futility
	valiant
	violent
	volition
	evolution
	valuation

Reporting Contractions—Continued.

	available
	theistical-ly
	atheistical-ly
	atheism
	auspicious-ly-ness
	aspect
	escape-d
	a simulate-d-ion
	labored
	elaborate
	liberal-ly-ity
	illiberal-ly-ity
	logic-al-ly-ness
	illogical-ly-ness
	legible-y-ity-legislate-d-ion-ture
	illegible-y-ility
	legitimate-d-ly-acy-ation
	illegitimate-ly, etc.
	like-d
	aliked
	legal-ly
	illegal-ly
	latitude
	altitude (Let²-T-D)
	regenerate-d-acy-ion
	origin-al-ally-ality
	revive-d
	survive-d
	Rev.
	survey-conservative
	ruined
	renewed

	artificial-ly-ity
	heretofore
	ordain-written-ratify
	retain
	ordained
	redound-ed
	certificate
	certify
	improper-ly-impropriety
	omnipresent-ce
	impractical
	amiable-y
	humble-y
	emigrant
	immigrant
	imminent
	eminent
	ambigu ty
	import-importunate
	import-ed-ation
	material-ly
	immaterial-ly
	inferior-ity
	infer-red-ence
	inconvenience
	interdiction
	introduction
	dignify
	designate-d-ion
	Make these lists your own before leaving them

## Reporting Contractions—Concluded.

	acquaint-ed-ance		respectability		in the meantime
	Virginia		punctual-ity		in the meanwhile
	avenge		reflect-ed-ion		we refer-with refer-ence
	average		remit-d-ance		we regard
	agency		signature		on board
	arrange (Ray-N-J)		transfer-d-ence		property
	repeat-ed-tion		transform-d-ation		perhaps-propose
	rapid-ity		transgress		purpose
	repute-ed-ation		transcript		afterward
	recollect-ed		call your attention		forward
	recollection				inconsistent

(See notes.)

*Mr. P. D. Jones, McMinnville, Tenn.:*

DEAR SIR—Replying to your valued inquiry of recent date concerning the facilities of our road, I beg to say that the Chesapeake & Ohio Railway is 25 the only line to Washington combining every essential feature of an attractive tourist route; namely, superior train service, beautiful and varied scenery, embracing rivers, canyons, 50 pastorals, and mountain barriers, and historic points of absorbing interest. All through trains electric lighted; through dining car service; observation cars along the Ohio 75 and Kanawha and through New River Canyons.

For rates and special train arrangements, you should address the A. G. P. A., Cincinnati.

Any other information cheerfully 100 given on application.

Yours very truly 106

(See notes.)

*Mrs. J. W. Hardy, Hopkinsville, Ky.:*

Please inform your company of tourists that a new service of superb Pullman Sleepers will be run between Louisville and New Orleans without change via 25 the Queen & Crescent Route and Southern Ry., passing through Lexington, Chattanooga, Birmingham, and Meridian. Leave Louisville 8.00 P. M., daily, arriving Chattanooga 7.45 A. M., New Orleans, 50 11.55 A. M. second day.

This is in addition to the fast service leaving Louisville every morning at 8.10 A. M., arriving at Chattanooga 8.10 P. M. and 75 New Orleans 11.55 A. M. next day.

We feel sure that the facilities of our road can not be surpassed, and shall be glad to give 100 your company special tourist's rates, with privilege of two stop overs, as desired, good for four months from issue. 121

Yours truly,



P.D. *[Handwritten shorthand notes]*  
*[Handwritten shorthand notes]*  
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 7 am *[Handwritten shorthand notes]*  
 8<sup>10</sup> am *[Handwritten shorthand notes]*  
 8<sup>10</sup> am *[Handwritten shorthand notes]*  
*[Handwritten shorthand notes]*  
*[Handwritten shorthand notes]*



*Miss Virginia Calhoun, Danville, Ky.:*

You can leave Danville at 12.05 P. M. and reach Monteagle via Chattanooga the next afternoon at 5.00 P. M., spending the morning in Chattanooga. We write 25 at once to the G. P. A. of the Queen & Crescent route to secure for you the regular tourist rate. If you decide to 50 come from Junction City and reach Cowan at midnight, we will see that you are met and properly cared for until morning.

Another schedule is 75 as follows: Leave Junction City at 3.50 A. M., arriving at Lebanon Junction at 6.01 P. M., leaving Lebanon Junction at 9.10 A. M., arriving at Nashville at 10 3.00 P. M., leaving at 3.40 P. M., and arriving at Monteagle at 8.50 P. M. on the same day that you started.

Yours very truly, 123

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**DEED—MONTEAGLE ASSEMBLY.**

(See notes.)

WHEREAS, On the 23d day of August, 1895, the Monteagle S. S. Assembly leased to W. H. Swiggart, Jas. E. Skillon, and W. C. Caldwell 25 as tenants in common, one-fourth each to Swiggart and Skillon, and one-half to Caldwell, a certain parcel of land in the twelfth civil district of 50 Grundy County, Tenn., known as the Hitching Grounds in the plan or plot of the Monteagle S. S. Assembly grounds made by W. M. Webster, 75 described as follows (leaving out description); and whereas thereafter said Swiggart, Skillon and Caldwell subdivided said lot by running a line parallel with the east 100 boundary 100 feet therefrom, and then again by drawing one-fourth of a circle from the S. E. corner of the original lot leased to them 125 to the N. E. corner of the larger subdivision thereof, and then by drawing three radii from the S. E. corner of the said larger 150 subdivision to different points along said fourth of a circle, thus making four lots within said fourth of a circle, the eastern one of which 175 was by partition deed among them conveyed to the said Swiggart, and the central two of which were, by a like deed, conveyed to said 200 Caldwell, and the other being the southwestern one, was by like deed conveyed to said Skillon, the dimensions of the latter lot being about as 225 follows:

Beginning at a point 100 feet west of the S. E. corner of the original lot, running thence west with the south boundary line of 250 the original 200 feet to the S. W. corner of the original lot, thence northeastwardly with the aforesaid one-fourth of a circle 103 feet to 275 a stake, thence about 200 feet in a southeasterly direction to the beginning point on the south boundary line of the original lot, which is 300 100 feet from the S. E. corner of the original lot.

Now, in consideration of \$50.00, to me in hand paid, I, Jas. E. Skillon, 325 hereby sell, transfer, and convey to Mrs. Mary E. Woodward the aforesaid as signed and conveyed to me within the one-fourth of a circle, as 350 hereinbefore described, and also my undivided one-fourth interest in those portions of the original lot lying without the said one-fourth of a circle which 375 portions were not partitioned among said Swiggart Caldwell, and myself. This, the 24th day of July, 1896. 392

(See notes.)

Mr. G. A. Sumner, Louisville, Ky.:

MY DEAR SIR—Your valued favor dated at Louisville just at hand. I hasten to reply thereto, and also to thank you for your kind interest. In the 25 outset let me say that I shall be happy to undertake the work in Paris, which you spoke of, provided it is within my domain; however, 50 I should like to have a more definite explanation as to the exact nature of the work I would be required to do, how much 75 time it would require, etc.

If I undertake the work I shall exert myself in every way possible to make it a success; and if 100 I understand well, I see no reason why we should not succeed admirably well. I am sure that nothing would be more enjoyable to me 125 than a trip across the waters, saying nothing about the business outlook.

When will you be in Nashville? If you will let me know what 150 time you will arrive, I shall make it a point to be at my post at any hour you might mention.

If you call any 175 time between 8.30 and 11.30 in the forenoon, you are sure to find me.

Again thanking for your very kind interest, and with pleasant 200 anticipations as to the final outcome,

I am, most respectfully yours, 211

“Have” Omitted, “To” Supplied, and “Ought” Implied \*\_\_\_\_\_

Kent <sup>1</sup> -Den.....	Can not have done.
Wuh <sup>2</sup> -Net-Den.....	Would not have done.
Kent <sup>1</sup> -Ben.....	Can not have been.
Wuh <sup>2</sup> -Net-Ben.....	Would not have been.
Jeftoid <sup>1</sup> -Den.....	Ought not to have done.
Jeftoid <sup>1</sup> -Ben.....	Ought not to have been.
Retoid <sup>2</sup> -Net-Ben.....	Should not have been.
Retoid <sup>2</sup> -Net-Den.....	Should not have done.
Dhrent <sup>1</sup> -Ben.....	There ought not to have been.
Ben <sup>3</sup> .....	To have been.
Empen <sup>3</sup> .....	May have been.

A word sign may be placed in the first position, WITHOUT HALVING, to add “Ought,” and in the third position to add “would,” provided that sign has a V-hook to add “have,” preceded by “to”—that is, when it is admitted by context, as in connection with “ought”—which can be supplied by the context (page 30). To signs thus shifted, a final “had” may be added by halving. See examples below, also list of Reporting Signs.

Tef <sup>1</sup> .....	It ought to have.
Teft <sup>1</sup> .....	It ought to have had.
Chef <sup>1</sup> .....	Which ought to have.
Cheft <sup>1</sup> .....	Which ought to have had.
Schef <sup>1</sup> .....	Such ought to have.
Scheft <sup>1</sup> .....	Such ought to have had.
Dhef <sup>1</sup> .....	They ought to have.
Dheft <sup>1</sup> .....	They ought to have had.
Dherf <sup>1</sup> .....	There ought to have.
Stef <sup>1</sup> .....	As it ought to have.
Steft <sup>1</sup> .....	As it ought to have had.
Dhelf <sup>1</sup> .....	They all ought to have.
Dhelft <sup>1</sup> .....	They all ought to have had.
Tef <sup>3</sup> .....	It would have.
Teft <sup>3</sup> .....	It would have had.
Chef <sup>3</sup> .....	Which would have.
Cheft <sup>3</sup> .....	Which would have had.
Schef <sup>3</sup> .....	Such would have.
Scheft <sup>3</sup> .....	Such would have had.
Dhef <sup>3</sup> .....	They would have.
Dheft <sup>3</sup> .....	They would have had.
Stef <sup>3</sup> .....	As it would have.
Steft <sup>3</sup> .....	As it would have had.
Dhelf <sup>3</sup> .....	They all would have.
Dhelft <sup>3</sup> .....	They all would have had.
Dherf <sup>3</sup> .....	There would have.
Dherft <sup>3</sup> .....	There would have had.

\*See note, page 35.



*Smith & Phillips Co., Selma, Ala.:*

GENTLEMEN—Your favor of the 10 inst. to hand, and enclosed we hand you a slip with some of the specifications of the flat cars on 25 it. Besides this information I will state that the cars were made in 1884, and that they are now in good condition. Cars are 4 ft. 50 high from the top of the rail, wheels are 4 inch tread, journals are  $3\frac{1}{2}$  by 8 inches, each car has 2 truss rods, 75 8 spiral springs 4 inches in diameter to each bolster, sills are 5 x 14, floor stringers are 4 x 10, and the price is \$80.00 each f. o. b. Fla. 100 near Pensacola, and this price is subject to prior sale. We would not care to sell them unless the customers could see the cars for 125 themselves, as we do not wish to misrepresent them in any way. These cars are in good condition, and are being used daily.

Thanking you 150 for your favor, and hoping to have your order, I am,  
Yours very truly, 166

### Nomenclature.

Sem-Ith<sup>1</sup> Tedoid-Fel<sup>1</sup>-Pees Kay<sup>2</sup>, Slay<sup>2</sup>-Em Lay<sup>3</sup>-B-M. } Jent<sup>1</sup> : -Yay<sup>2</sup>-  
Ver (p) 10-Enst-End Ketoid-En<sup>2</sup>-Kelst Weh<sup>1</sup> End<sup>3</sup>-Yeh Ketoid-Slay<sup>1</sup>-P  
Weh<sup>1</sup> Sem<sup>2</sup> (p) Spees<sup>2</sup>-Efhons (p) Flet<sup>3</sup>-Kers Retoid<sup>1</sup>-T. Bees<sup>1</sup>-Dees-  
Thees Enshon<sup>1</sup> Petoid<sup>1</sup>-Lay-Stet-Dhet-Chetoid-Kers Weh<sup>2</sup> Med<sup>2</sup> En<sup>1</sup> 1884  
Ketoid-Theether<sup>1</sup> En-Petoid<sup>2</sup> En<sup>1</sup>-Ged-Deeshon. Kers<sup>3</sup> Ar<sup>2</sup> 4 Fet<sup>1</sup>-I  
Fer<sup>2</sup>-Retoid-T-P (p) Rel<sup>2</sup>, Wels<sup>1</sup> Ar<sup>2</sup> 4<sup>2</sup>-En-Chay-Tred, Jer<sup>2</sup>-Nels Ar<sup>2</sup>  $3\frac{1}{2}$ <sup>2</sup>  
8<sup>1</sup>-En-Chays, Chay<sup>1</sup>-Ker Iss-Betoid<sup>2</sup>-Ters-Ray-Dees, 8 Spee<sup>1</sup>-Rel Sper<sup>1</sup>-Ings  
4-En-Chays-En-D-Emter Chay<sup>1</sup>-B-Layster, Slays<sup>1</sup> Ar<sup>2</sup> 5<sup>2</sup> 14<sup>1</sup>, Fler<sup>2</sup> Ster<sup>1</sup>-  
Ingers Ar<sup>2</sup> 4<sup>2</sup> 10<sup>1</sup> Ketoid<sup>2</sup>-Chetoid-Pers Iss<sup>1</sup> 8<sup>2</sup>-Ray-Dees Chay<sup>1</sup> f. o. b.  
Fler<sup>2</sup>-D Ner<sup>1</sup> P<sup>2</sup>-Ens-Kay-Lay, Ketoid-Thees<sup>2</sup>-Pees Ses-B<sup>2</sup> Per<sup>4</sup>-Ar-Slay.  
Weh-Weh<sup>1</sup> Net<sup>1</sup> Ker<sup>2</sup> Slay<sup>4</sup>-Thee Nels<sup>1</sup>-Chetoid-Kays-Mers Ked<sup>2</sup>-S-Retoid-  
Kers Ef<sup>2</sup>-Theeses, Iss<sup>1</sup>-Weh-Dent-Ish Ms<sup>4</sup>-Ray-P-Thee En<sup>1</sup>-En-Weh.  
Thees<sup>1</sup>-Kers Ar<sup>2</sup> En<sup>1</sup>-Ged-Deeshon Kretoid<sup>2</sup>-B-Ing Zed<sup>3</sup>-D-Lay.

Ith<sup>3</sup> : Yuh Ef<sup>2</sup>-Yay-Ver, Ketoid-P<sup>3</sup> Peftoid<sup>2</sup> Yader<sup>2</sup>, Petoid<sup>1</sup>-M-Yays-  
V-T-Lay.

*Direction.*—Convert above nomenclature into shorthand notes.

(See notes.)

*Mr. Madison Kilbrew, Greensboro, Ala.:*

DEAR SIR—Your favor of the 23 inst. to hand, and I thank you for your prompt and courteous reply. I am glad that you have not purchased 25 your boiler yet, and I will state that the boiler that we offered you is manufactured by the Casey & Hedges Mfg. Co., Chattanooga, Tenn., and 50 is as fine a boiler as you can get anywhere in the world.

As regards the fixtures with the 20 horse power boiler, there 75 is one boiler front with fire liners, door liners, front and back bearing bars, grate bars, rear boiler stand, back arch bar, soot door and 100 frame, with rods, smoke and door frame, flue door and stack nozzle, steam gauge, 3 try cocks,



water gauge with stand pipe fitted to boiler, safety 125 valve, feed water globe valve, check valve and blow-off cock, and one iron smoke stack 15 inches in diameter, 30 feet long, made out 150 of No. 16 iron, with eye bolts and steel galvanized wire rope for guys to hold the stack, four times the length of the stack; 175 and our terms are cash on delivery.

The best price I can make you is \$——— cash, delivered at Greenwood, Miss., same as quoted you 200 on July 3. This is a very low figure, for this is a fine boiler, and you will make no mistake in sending in your 225 order.

Thanking you for your favor, and soliciting your orders, I am, 237

Yours truly,

*Mr. H. J. Williams, Middlesborough, Ky.:*

DEAR SIR—Your favor of the 2 inst. to hand inquiring if we have patterns for drums with wooden face for gravity incline, and I will state 25 that we could get up such castings with our facilities without patterns or without any cost to you for patterns. You state that you 50 will require drum capable of running about 1,200 or 1,400 feet of 2 inch wire cable. As I understand it, wire cable can not be 75 run or wound over itself; that is, you must have a drum large enough and long enough to take the entire 1,400 feet without having 100 it lap over itself. How would a drum suit you 10 feet in diameter, with  $2\frac{1}{2}$  or 3 inch staves, drum to be 3 125 feet long inside of flanges? Could you use a drum so long and so large in diameter, and would you want us to furnish boxes 150 and shafting for same, or just the drum without these? On such a size drum and such a length I think that the staves should 175 have a middle support. This drum would, of course, have two flanges on end, two or three inches larger than the drum, to hold the 200 cable on. We do not think we could ship a casting much larger than this over the railroad. Kindly let us hear from you in regard 225 to all these points, and we will take pleasure in making you prices and giving you any further information that we can on the subject. 250 We appreciate your inquiry, and will be glad to have your patronage. 262

Yours truly,

(See notes.)

PRINCETON, INDIANA, March 16, 1895.

*The Merrill Mfg Co., 126 Liberty Street, New York:*

GENTLEMEN—The pneumatic pump purchased from you last fall is entirely satisfactory. The air compressor is located at our mill in King Station, and is 25 one and one-fourth miles from the water supply. The water is brought the same distance and is discharged into our tank. In addition to supplying our steam 50 boiler for our mill of 400 barrels flour daily capacity, we supply three dwellings situated along our pipe line with water. The system is operated with 75 no attention required except oiling the air compressor. Very truly, 85

*Mr. Guy M. Kenney, Knoxville, Tenn.:*

DEAR SIR—Your favor of the 11th inst. to hand, and we take pleasure in recommending you to J. T. Schaffer Manufacturing Company, of Rochester, N. Y., who 25 manufacture car wheel presses and who are the manufac-

turers of the press that we use, and we will state that we are very much pleased 50 with our press. It has given satisfaction from the moment we put it down. I do not know of a second-hand one that you could 75 get, and I will state that I tried for more than a year and wrote all over the country trying to get a second hand press 100 but could not do so, and finally purchased a new one from the above company. The press that we use is a hydraulic one and 125 is worked by power from a belt on our machinery; but as you want a hand power press we have patterns of a screw press 150 that we use, and if this would suit you we could furnish you one for about \$75.00 complete. We used a similar one for a number 175 of years and it gave good satisfaction, but as our business increased we had to get a faster machine. We afterwards sold this press and 100 it is now in use and is good, although three or four years have passed. 119 Yours truly,

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### NOTICE FOR PUBLICATION.

(See notes.)

Notice is hereby given that the following named settler has filed notice of his intention to make final proof in support of his claim, and 25 that said proof will be made before the Clerk of the District Court at Shreveport, La., on July 3, 1896, viz.: Homestead entry No. 10,193, 50 John Harris, for the east half of southeast quarter section 15, township 23 north, range 16 west. He names the following witnesses to prove his 75 continuous residence upon, and the cultivation of, said land, viz.: H. H. Harrison, M. K. Cromer, B. W. Stuart, all of Frog Level, La.

Any person 100 who desires to protest against the allowance of such proof, or who knows of any substantial reason, under the law and regulations of the Interior 125 Department, why such proof should not be allowed, will be given an opportunity at the above mentioned time and place to cross-examine the witnesses of 150 said claimant, and to offer evidence in rebuttal of that submitted by claimant. 163

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### NON-RESIDENT NOTICE.

(See notes.)

In the Probate Court of Warren County, Tennessee: Julia P. Batte, executrix of John A. Batte, deceased, *vs.* M. W. Sims, and wife, Agnes Sims, *et al.* 25

It appearing from the bill filed in this cause that the defendants, M. W. Sims, Agnes Sims, and Thomas F. Bryant, are non-residents of the 50 State of Tennessee.

It is therefore ordered that they make their appearance herein, at the court house of Warren County in McMinnville, Tenn., on or before 75 the first Monday in January, 1897, and plead, answer or demur to complainant's bill, or the same will be taken for confessed as to them 100 and set for

hearing *ex parte*; and that a copy of this order be published once a week, for four successive weeks, in the *Southern 125 Standard*.

This the 26th day of November, 1895.

S. M. NEELY, *Solicitor Complainant*. 138

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### RECEIVER'S SALE.

(See notes.)

The plant of the Tennessee Foundry & Machine Company will be sold at public auction in Nashville, Tenn., Monday, December 28, 1896.

The property consists 25 of four town lots and buildings covering same. The machine shop is well equipped for manufacturing self-feed rib saws, band saws, and other 50 machinery, and the foundry has a daily capacity of eight tons. Everything is now in perfect working and running order. A full stock of fittings 75 and plumber's supplies, as well as wood-working machines of the company's manufacture. This is an opportunity to buy an established plant worth \$40,000 100 for less than one-quarter of that amount. A competent man with small means could interest local capital and swing a large business.

Full particulars 125 by addressing Wm. Blanton, Receiver, Nashville, Tenn. 132

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### TRUSTEE'S SALE.

By virtue of a trust deed executed to me on the 9th day of November, 1894, and recorded in the Register's office of Shelby County, in book 223, page 624, default having been made in the payment of the indebtedness therein secured, I will, at the request of the holder, sell at public outcry, for cash, on the southwest corner of Main and Madison Streets, in Memphis, Tennessee, to the highest and best bidder, at 12 o'clock, noon, on Saturday, January 11, 1896, the following property: Lots 12, 13, 14, 15, 16, 17, of the Graves subdivision, on Union Avenue, beginning at the southeast corner of Union and Hollywood Avenues and running thence east with south side of Union Avenue 286 feet to Arcadia Avenue; thence southwardly with west line of Arcadia Avenue 252 8-10 feet to an alley; thence west with north line of said alley 258 9-10 feet to Hollywood Avenue; thence northwardly 254 feet with east line of Hollywood Avenue to Union Avenue, the beginning; also lots Nos. 30 and 31 of same subdivision, beginning at a point on the east side of Hollywood Avenue 380 feet south of Union Avenue; thence eastwardly 287 2-10 feet to Arcadia Avenue; thence southwardly with Arcadia Avenue 55 feet; thence westwardly 287 4-10 feet to Hollywood Avenue; thence northwardly with east line of Hollywood Avenue 55 feet to the beginning.

All equities of dower, redemption and homestead are waived, and the title is believed to be perfect; but I will sell and convey as trustee only.

T. M. GALBREATH, *Trustee*.



(See notes.)

*Mr. C. R. Webster, Mobile, Ala.:*

DEAR SIR—We take pleasure in requesting our representative to send you dates for the appearance of our magnificent company of troubadours. He has these 25 routes in his possession, and can fix them definitely. The price is \$100 per night. If you will take three similar attractions from 50 our list, we can make you the three for \$250. If you wish two nights of the troubadours in succession, we will make you terms 75 at \$150. We take the liberty of sending you quotations of other talent, hoping that you can use something more than this from our list. 100 Yours very truly,

(See notes.)

*Mr. Chas. R. Lewis, Raleigh, N. C.:*

DEAR SIR—We trust that you can make an early selection from the list of attractions, together with the prices sent you, as we are 25 now arranging our routes for the coming season; hence would be glad to include you for the attractions that you desire. We believe that if 50 the lyceum is pushed vigorously and wisely in your city that it can be made the profitable institution it is in Charlotte, Savannah, Selma, and 75 many other places, where it is conducted with both educational and financial profit. The secret consists in selling a large number of season tickets, at 100 least a sufficient number to make all expenses, thus leaving the door receipts as profit.

Trusting to hear from you by return mail, Yours very truly, 126

(See notes.)

*Prof. J. T. Lowry, Birmingham, Ala.:*

DEAR SIR—We prefer that you push the Schubert Quintette, as we have their time definitely engaged. It is very expensive to run a concert 25 company, as you can easily see that five railroad fares, five hotel bills, and five salaries are to be paid. We are offering the Schuberts 50 at a very low price, and for that reason it is necessary for us to fill their time solid.

We have heard nothing from Americus 75 and Columbus, excepting the letter from Americus, which was nothing more than an inquiry. We hope that you can book several attractions in Birmingham. You 100 might insist that it is better by far for them to advertise several attractions and sell season tickets than it is to risk everything on 125 one evening.

Concerning the future portion of your tour, we are somewhat at a loss. We had expected that it would take you longer in 150 Alabama than it has, so that you would reach Kentucky about the first of August. We may decide to have you work Chattanooga, Rome, Ga., 175 and then some towns in Eastern Tennessee, going thence into Kentucky. It will be much better to work in the towns in Georgia and Florida 200 the latter part of August.

Wishing you great success,

Yours very truly, 212

*Mr. M. G. Scroggins, Rustin, La.:*

DEAR SIR—Please inform us of anything that we can do to help you in fixing the courses in Huntsville, Houston, and Galveston. Do you 25 not think it will be well for you to consider carefully the advisability of making a



tour through Louisiana? It will cost a great deal 50 of money to do it, and the results may be unsatisfactory. Inquire very carefully into the matter before undertaking the trip. We will leave the 75 Arkansas tour entirely to your judgment.

Please send us at once the list of Texas towns you expect to visit yet, together with any special 100 names that may help us in advertising. Are there any towns where they have not yet closed their courses where it would be profitable for 125 us to advertise? Yours very truly, 131

### 199 Difficult Words.

*Direction.*—Outline and vocalize the following difficult words: Whirligig hieroglyphic amanuensis chrysanthemum ambitious Knickerbocker encyclopædia cyclone rectangular ambrosia 10 wisdom autobiography Albuquerque demonstrate homeopathic Monongahela Susquehanna perpendicular philanthropic Mohammedan 20 Scandinavian Norwegian custodian picturesque over-value panegyric encomium stipulation ministration irredeemable 30 suavity anemone nauseate minuend silesia etymology satirize effervesce cognac statistical 40 paregoric neuralgia seizure derogatory ostracise annihilate sarsaparilla sassafras indisputable unanimously 50 preponderance paralysis subsequent stampede morgannatic robbery paraphernalia instantaneous momentum cohesion 60 icicle pleurisy irreparable masquerade benzine embalm parenthesis saucy secede delirious 70 humorist refrigerator maniac interpret preceptor impudent exterior ignominious commissary harangue 80 campaign impend incendiary reiterate bivouac customary peninsula apoplexy simultaneous disastrous 90 hydrogen opponent barometer conspicuous conscientiously abbreviation diocese invincible impugn ransom 100 oasis boomerang zinc-sink postal imposed analysis innumerable celluloid induction 110 hypothesis analytic intuitive secondary Rosenkranz Schenectady souvenir *modus operandi* phenomenon perceptible 120 condescension condensation mania philosophical historical hysterical interference auxiliary long-headed credential 130 reciprocate menagerie instantaneous melancholy elixir susceptible reservoir erroneous degenerate segregate 140 irretrievable multiplicity apthong initiate connubial rectitude incipient chagrin itinerant oleomargarine 150 reminiscence ostentatious coherent commensurate vehement attitude Constantinople academic accentuate Adriatic 160 advocatory aerial thenceforth theosophist thermometrical ahungered alternate stopper stagger stalagmite 170 yodler advertency zingiberaceous reptilla zigzag transubstantiation supplement intimate voluntary 180 lunatic cisatlantic conundrum nominate theater champion typhoid Abyssinian warrior interpret 190 abstemiousness exhilaration accessorial archeological Babylonian appreciation burlesque yeara Yorkshire 199

NOTE.—Most of the above words can be outlined in many different ways. It is your business to select the best and quickest. Before leaving a word, satisfy yourself that you have chosen the best outline, everything considered.

## Nomenclature.

E Layters<sup>2</sup> "J" A "W."Dher<sup>2</sup> Com : P<sup>3</sup>-Raytive Emdern<sup>1</sup> Deeshons<sup>3</sup>Petoid<sup>4</sup> Ing<sup>1</sup>-Lay-F-Bet.

Tees<sup>2</sup>-Ketoid-F Net<sup>1</sup> S<sup>2</sup>-Lay-Nen Tetoid<sup>2</sup>-Dhet-T-Emb Iss-D<sup>2</sup> B<sup>3</sup> Kers<sup>3</sup>  
 Dhet<sup>1</sup>-E-Layters "j" A "w" Ar<sup>2</sup>-Emdern-Deeshons Pretoid<sup>2</sup>-Lay-Ef-Bet  
 E Layter<sup>2</sup> "j" Nel<sup>2</sup> K<sup>2</sup> En-T<sup>2</sup> Jen<sup>2</sup> S<sup>3</sup> Der<sup>3</sup>-E-T (p) K<sup>1</sup>-Wel-Ith, S<sup>2</sup> Bet<sup>1</sup>-  
 Wen 1649 A 16-K-8. Fer<sup>2</sup> 163-Ray 1646<sup>4</sup> Tees<sup>2</sup> S<sup>3</sup> Iss<sup>1</sup> Iss-D<sup>1</sup> : Ingly Ray<sup>3</sup>-  
 Ray, A-Teftoid<sup>1</sup>-N-V Yeh<sup>2</sup> Sen<sup>1</sup> A-B<sup>3</sup>-K Prent<sup>1</sup> Per<sup>1</sup>-Ar 16-K-2<sup>4</sup> En<sup>1</sup>-Chet  
 Pret<sup>1</sup>.

En<sup>1</sup>-E Sent-Ray<sup>2</sup> Med<sup>1</sup> Pers<sup>1</sup>-D : Chetoid 17, T<sup>2</sup>-B-K-E Eفشون<sup>3</sup>  
 T<sup>4</sup>-Lay-E Layst<sup>3</sup> "i" Wen Ar<sup>2</sup>-Men-N-Merls, Sen<sup>1</sup>-Thees Semp<sup>3</sup> : "vijj" F<sup>2</sup>  
 "8" Tetoid<sup>1</sup> "xij" F<sup>2</sup> "12." Thees<sup>2</sup>-Eفشون Steh-Lay<sup>1</sup>-Lay-Ingers, Tetoid<sup>2</sup>-  
 Nel En<sup>1</sup>-Eفشون Pers<sup>1</sup>-Kayshons, Tetoid<sup>1</sup> Bel<sup>2</sup>. Wer<sup>2</sup>-E Fren<sup>2</sup>-Chay Z<sup>3</sup>  
 "j," Tees<sup>2</sup>-E-P-Ray (p) "s" Iss<sup>1</sup>-Weh Zet<sup>3</sup> En<sup>1</sup>-E Werd<sup>2</sup> "Vshon<sup>1</sup>." Wuh<sup>1</sup>-  
 Enshon : A Z<sup>2</sup>-E-Steh Zet<sup>4</sup> Sketoid<sup>2</sup>-N-Chetoid-Layter Iss<sup>1</sup>-A Nets-T<sup>2</sup> : Ing,  
 Tetoid<sup>2</sup> Per<sup>2</sup>-Pees A-En-Ens-Ray<sup>3</sup>-Bel-K-Wer : i.

En<sup>1</sup> A-Lay<sup>1</sup>-K-Ner E Prent<sup>1</sup>-Ars A-Ing<sup>2</sup> Em<sup>2</sup>-Kers (p) Layter<sup>3</sup>-Pret  
 (p) 16 Sent-Ray<sup>2</sup> Gen<sup>3</sup> Petoid<sup>2</sup>-Ray : Ens-E Ef<sup>2</sup> Theether<sup>1</sup> Z<sup>2</sup> A-Send<sup>3</sup> En<sup>1</sup>  
 Spen<sup>1</sup> Ing<sup>1</sup> Chay<sup>2</sup>-Z Dhet<sup>2</sup> A-Ray<sup>2</sup>-P En<sup>1</sup>-E Ish<sup>2</sup>-P . (p) Lay<sup>3</sup>-F-Bet-Kel  
 Sen<sup>1</sup> Tetoid<sup>1</sup>-Ker-K, Iss<sup>2</sup>-E Steh<sup>2</sup> Send<sup>3</sup> En<sup>1</sup>-E Werd<sup>2</sup> "wet."

Per<sup>1</sup>-Ar Dhet<sup>4</sup>-T : I Tet<sup>3</sup> Lay<sup>2</sup>-Ways-Ben Spee<sup>2</sup>-Eld Iss<sup>2</sup> "vet," E "v"  
 V<sup>2</sup> : Chetoid Ing<sup>3</sup>-Send (p) "u" Teftoid<sup>1</sup> Betoid<sup>2</sup> "u's" Gay<sup>2</sup>. Nerd<sup>1</sup> Con :  
 V<sup>4</sup> : A A-I-D<sup>1</sup> (p) N-Chetoid<sup>2</sup>-Send, Thee<sup>2</sup> Gen<sup>3</sup> Spee<sup>4</sup>-Lay Iss-Chay<sup>2</sup>-Ards  
 Iss<sup>2</sup> "wet," "web," "weather," Tees<sup>2</sup>-Ter., Weh<sup>1</sup> Betoid<sup>2</sup> "u's," Ketsoid<sup>2</sup>-E  
 "u" Petoid<sup>1</sup>-Dhet-Det Z<sup>2</sup> A-T<sup>1</sup>-P-Kel "v," E 3 Werds<sup>2</sup> B<sup>2</sup>-V Lay<sup>3</sup>-K-D  
 Lay<sup>1</sup>-Kay Theesr : "Vvet" "vveb" "vveather."

Pet<sup>2</sup>-Tetoid Wel<sup>1</sup> E T<sup>1</sup>-P Fend<sup>3</sup>-Rays Ray<sup>2</sup> : Enst-E F<sup>2</sup> Dhet<sup>1</sup>-E "w"  
 D<sup>3</sup> K<sup>2</sup> Stee<sup>4</sup>, S<sup>2</sup> Thee<sup>2</sup> Jend<sup>1</sup>-E Betoid<sup>2</sup> "u's" Gay<sup>2</sup> A-Med<sup>2</sup>-E Ker<sup>2</sup>-K  
 N-Petoid<sup>2</sup> S<sup>2</sup>-Lay-Nen Iss<sup>2</sup>-E "w."

(See notes.)

*Mr. Julien Brossard, Memphis, Tenn.:*

DEAR SIR—The issuing of a policy on the life of J. T. Scruggs, of Gainesville, Texas, has been postponed on account of "Personal Condition." I think 25 that this rejection is based on the fact that Mr. Scruggs has, at irregular intervals, had pain in the region of the heart. I see 50 nothing else that would tend to cause his rejection except that he is of light weight, being 5 ft. 8 in. in height and weighing only 127 lbs. 75

Yours very truly,

*J. W. Taylor, Esq., St. Louis:*

DEAR SIR—Enclosed I hand you paid-up policy on your life for \$850.00, which has been issued in lieu of policy recently surrendered by you for its value in paid-up assurance. Yours truly,

(See notes.)

*Mr. Chas. R. Johnson, Tracy City, Tenn.:*

DEAR SIR—The Society states that on return, with proper release, of your policy No. 859,456, on July 29, 1896, or within six months thereafter (if premiums be 25 paid to said date, and the premiums due on said date be not paid), they will pay in cash the sum of \$50.55 or 50 give paid-up policy for fixed amount of \$1,500, but unless otherwise expressly agreed, this offer will not be binding after the termination of the 75 said six months. These values are inclusive of all dividends. If you wish to surrender your policy for its cash value (\$255.85), please make the 100 following indorsement in one of the blank spaces which you will find on back of same: "Received of the Hartford Life Assurance Society of the 125 U. S., \$255.85 in full of all claims (including for profits) under their policy No. 859,456, on the life of C. R. Johnson." This indorsement made, date and 150 sign same, having your wife to sign with you and your signature witnessed. You will then return the policy to be forwarded to the Society. 175 If you decide that you prefer the paid-up policy, the following indorsement should be made on the back of the policy: "Surrendered to the 200 Hartford Life Assurance Society of the U. S. for a paid-up policy." Whether you take the cash value or the paid-up value, the policy, 225 of course, will have to be returned to this office with the proper indorsement. 242 Yours very truly,

*O. R. Looker, Pres't:*

DEAR SIR—In compliance with your request on behalf of the Michigan Insurance Department, I verify the Semi-annual Statement of your Company for the first half of 1896.

I have to say that a careful examination of your books and accounts results as follows:

Total assets.....	\$5,252,300 92
Gross surplus.....	413,463 72
Increase of net surplus for first six months of 1896,	64,979 69

I find the various balances of accounts set forth in your Semi-annual Statement submitted to me for verification to be correct, as shown by the books of the Company.

I am pleased to note that 100 you have increased your assets, surplus, and insurance in force, which are the three most significant indications of good management and prosperity.

A valuation of the liabilities by the Combined or Actuaries' Table, with 4% interest, the severest test used by any State, brings out a handsome net surplus of \$300,412.93. A valuation upon the former Michigan standard, American Experience, 4½%, makes the net surplus \$588,259.57.

Yours very truly,

*Commissioner of Insurance of Michigan.* 175

*Direction.*—Convert into shorthand.

*Red Flag Store, McMinnville, Tenn.:*

GENTLEMEN—We are just in receipt of your order for the following articles: 25 barrels G sugar; 2 doz. boxes X. X. Crackers; 20 cases Tomatoes; 25 20 cases Apricots; 100 barrels best Refined Flour; 10 cases Lima Beans; 5 cases Tomato Catsup, and 10 boxes Bananas.

We take great pleasure in 50 filling the order as soon as possible. However, we are sorry that we are nearly out of the grade of flour you mention, and have 75 not as much as 100 barrels on hand. We expect it every day, and immediately upon its receipt we shall ship at once. If you 100 prefer, we can have it shipped direct from the mill.

We are glad to note that your orders to us have been rapidly increasing for 125 the last two months, and hope that you can make it to your advantage to give us all your trade. It is indeed a pleasure 150 for us to deal with a house that is conducted upon such strict business principles as yours.

Again thanking you for the order, we remain, 175

Yours very truly,

*Mess. Jones, Smith & Brown, Philadelphia, Pa.:*

GENTLEMEN—Yours 15th at hand. Sixteen-foot logs are very scarce in this market, and it would be hard for us to get you a 25 full car of 4 x 4 all 16-foot. If you can use the 12 and 14, we can make prompt shipment.

The best we 50 could do to saw them for you here would be \$29.40 per M. green, f. o. b. Nashville.

If you can use them at this price, let 75 us know at once, as it will take two weeks to get them ready for you.

Hoping to receive your order, we are 98

Very truly yours,

DEAR SIR—We are in receipt of your valued order of yesterday for a shipment of river logs, and in reply beg to say that as we 25 have none on hand just now, we shall be compelled to ask you to wait until our rafts come down, or else to say that 50 we can not fill the order. We are very sorry that we are unable to fill the order as you desire, as it is the 75 first time in the history of our dealings that we could not respond favorably to your desires. Trusting that you can wait conveniently until the 100 arrival of our rafts, we are, 106

Yours truly,

P. S.—We can furnish you with any amount of yellow poplar or white pine; also any quantity 125 of hickory spokes, of which we are just in receipt from our saw mills up the river. 142

DEAR SIR—Please write us when we may expect the poplar, pine, and ash lumber we ordered from you last week, also if you can 25 furnish us with a car load of spruce and hemlock boards. The last lot of lumber we received from you was very badly mixed with 50 narrow stock, and also more coarse stock than we have ever seen in any sidings from you. At which mill was this lot sawn?

Yours very truly, 77



DEAR SIR—We have placed on the market 5,000 ft. first and second class poplar lumber 16 ft. long; 25,000 ft. quarter-sawed 25 oak 15 ft. long; 30,000 ft. common and culls 12 ft. long; also 25,000 ft. plain sawed oak 14 ft. long. We have 50 also placed 50,000 ft. fine walnut lumber ranging from 12 to 18 ft. in length, which we will dispose of at a very low 75 figure, as we wish to close out. If you are in need of this kind of lumber, we are sure that we can make it 100 greatly to your interest to obtain our prices.

Yours truly, 110

GENTLEMEN—We are in receipt of your valued letter of the 6th inst. containing your order for 1,000 ft.  $\frac{1}{4}$  x 1 x 48 25 in. lathes; 125 ft. No. 2 shingles; 30,000 ft. 12 x 12 car sill timber; and two cars of boards assorted lengths.

We have 50 filled your order, but regret to inform you that it will be impossible for us to ship the order before August 15, as several orders 75 are ahead of yours, for one of which we are holding a vessel in Savannah paying demurrage in order to get our mast timber through 100 to Liverpool.

Yours truly, 104

DEAR SIR—Do you want to contract for No. 1 handles from  $4\frac{1}{2}$  to 6 ft. at Jackson schedule price, delivered in Harriman? We could let you 25 have between now and March 1st next, say 10 carloads. We are making more than we need for our own use. We must know at 50 once as we have an offer for these for export. 60

DEAR SIR—We have sent samples as per your recent letter. We did not send the special Cotton hoe that you called for, as we have been 25 shut down for inventory and repairs for four weeks and didn't have one of these special hoes driven up. We can describe it to you, 50 however, so that you will know what it is, and we would be glad to send you one as soon as we start our shop. 75 The hoe looks exactly the same as the cut on page 9 of our catalogue. The weight, however, is the same as the regular Field 100 hoe and the handle is 5 ft. and the size between a rake handle and a regular Cotton hoe handle.

The samples that we have 125 sent you are taken out of stock and we can guarantee all of our goods to be equal to or even better than the samples. 150 We hope to be favored with your specifications for another season. 161

*Draughon's Practical Business College, Nashville, Tenn.:*

GENTLEMEN—I have prepared a correct list, giving county, grade, name, and address of every teacher, county examiner, city superintendent and principal in this State. 25 There are about 6,000 of these teachers. It is an Educational Directory of the State. The addresses given are the very latest.

This is a 50 most valuable list for houses desiring agents, and those wishing to introduce new books and periodicals. It is also very valuable to schools and school 75 agencies.

I have been at great expense, used much care, and done a great amount of work outside of office hours to complete this Directory, 100 and believe

that I ought to have some pay for it. If you desire such a list please let me hear from you. It is 125 just now ready to mail. I will let you have it for \$10.

I can send you a list of the County Examiners for 1896 150 and 1897 for \$1. 157

Very truly yours,

*Mr. Herman Faulkner, McMinnville, Tenn.:*

DEAR SIR—Anticipating that you will visit this market the approaching season, we especially ask you to call on us, and will esteem it a favor if 25 you will give our splendid stock the critical examination that we assure you it merits.

We have made it a feature this season to get 50 together a collection of Dry Goods on a scale not before attempted by any house in this market, and confidently claim to offer you, not 75 only the best assortment in this city, but positively guarantee lower uniform prices

Our stock comprises all the popular-priced articles to be had in 100 staples, Dress Goods, Hosiery, Furnishing Goods and Notions, and every department is full of leaders—Trade Commanders—that you can not afford to have exclusively 125 in the hands of the "other fellow."

We are anxious to do an increased business with you and your favorable consideration will be appreciated.

Yours truly, 151

*Mess. Templeton & Co., Augusta, Ga.:*

GENTLEMEN—We beg to hand you the enclosed circulars of our business and hope that you may find something in them that will attract your attention 25 and cause you to investigate our manner of dealing with the public. If we can once get you to do this, we feel sure that 50 we will always claim you as our customer. It is our greatest desire to please, and to this end we certainly spare no effort or 75 expense.

Thanking you in advance for any favor, we are, 88

Yours most respectfully

DEAR SIR—In reply to yours of July 27, 1896. Ours is a coking coal, one of the finest veins in this whole section of 25 country, and the coke is of the finest texture, most of it being of the sonorous kind; that is, with a light tap it will 50 ring like a soft-sounding bell.

There is mixed with our coal a slight streak of sulphur, but hardly noticeable. Slate is also found, but 75 not a great amount of it in the vein of coal. Slate is generally found above and beneath the coal seam. Our coke is burned 100 48 and 72 hours, the 72-hour coke being the hardest and best for foundry purposes. We have been running the disintegrator for the past 125 few weeks, which is now stopped.

This disintegrator can be made to grind the coal to any degree of fineness desired, thereby making the coke 150 more dense and compact, therefore requiring more wind on the furnace.

There are different kinds of soft coal, which are too numerous to mention. The 175 greater number of these, however, are not pure coal.

Trusting that this will be satisfactory, I am,

Yours truly, 194

Anvils, Ax Handle Lathes, Air Valves, Automatic Knitters, Bellows, Belting, Blowers, Brushes, Band Saws, Buzz Saws, Bolt Cutters, Bolt Machines, Bobbin Lathes, Boring Machines, Boiler Feed Pumps, Boilers (1 to 100 h. p.), Box Board Matchers, Blind Slat Crimpers, Blind Slat Tenoners, Box Board Machinery, Blackings, Bearings, Boiler Bolts and Nuts, Chucks, Cupolas, Crushers, Cob Crackers, Circular Saws, Cotton Machinery, Circular Saw Mills, Clapboard Machines, Clothes Pin Machinery, Cylinder Friction Drum, Combined Steam Pump, Cross Cut Saw, Cold Rolled Shafting, Cranks, Catches and Fittings, Cant Hooks, Cycloidal Crushing and Grinding Mills, Copper Steam Kettles, Clamp Stays, Cable and Marine Railways, Corrugated Iron, Carpenters' Squares, Cotton Elevators, Dovetailers, Drop Presses, Drill Presses, Daniel's Planers, Door Machinery, Derricks, Edgers, Elevators, Extractors, Emery Wheels, Engines, Excelsior Machines, Emery Grinders, Fans, Forges, Fire Pumps, Foot Lathes, Fire Engines, Friction Clutches, Flue Head Wood Screws, Files and Oilers, Fertilizer Plants, Fly Wheels, Gearing, Grist Mills, Governors, Gear Cutters, Gauge Lathes, Grindstones, Gray & Woods' Planers, Gins, Gang Rippers, Gun Metal Fittings, Hose, Heaters, Hay Presses, Horse Powers, Hub Machinery, Hoisting Engines, Hydraulic Presses, Hydrants, Horse and Mule Shoes, Heavy Duty, Horizontal and Vertical High Pressure Engines, Irregular Moulders, Injectors, Iron Castings, Iron Rivets, Jacks, Jig Saws, Jack Screws, Jack Barrels, Looms, Lathe Irons, Lath Machinery, Bolts (2 to 24 in.), Matchers, Mortisers, Mill Spindles, Moulding Machines, Mining Supplies, Mills, Malleable Iron, Monkey Wrenches, Moulding, Mining Implements, Nut Tappers, Nut Machinery, Neck Bracket Machines, Pumps, Punches, Pickers, Pulleys, Pulp Pumps, Power Presses, Iron Planers, Wood Planers, Portable Mills, Power Hammers, Portable Engines, Printers' Machinery, Pipe (steam and water), Planers and Matchers, Portable and Grist Mills, Portable Drills, Rolls, Re-Saws, Radial Drills, Rivet Machines, Ring Spring Frames, Rubber Belting (2 to 24 in.). Rolling Mill Machinery, Raw Hide Lace Belts, Saws, Scales, Shears, Saw Mills, Saw Arbors, Surfacers, Swing Saws, Steam Pumps, Steam Yachts, Steam Gauges, Spoke Lathes, Steam Hammers, Sand Paper Machines, Sand Paper Machinery, Self Contained Engine, Steel Angles, Single and Double Expansions, Safety Boilers, Smoke Stacks, Tanks, Tubes, Tram Cars, Terra Cotta, Tubes and Pipe, Turbines, Upright Boilers, Vitrified Brick, Veneer Cutting Machines, Wood Work, Water Heaters, Water Hydrants, Wagon Jacks, Water Works, Wire Fencing, Water Tubes, Wire Rolls, Whole Shafting.

*To the Student.*—Write all of the above technical terms in shorthand several times.

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### THE MARKET FOR COTTONSEED PRODUCTS.

NEW YORK, March 17.

The cotton-oil situation remains practically unchanged. The export demand has been fairly active during the week, the greater portion of receipts aggregating 7,000 barrels, being 25 destined for abroad, chiefly for France. During the early part of the week under review, the improved tone of the lard market gave promise of 50 better things with regard to cotton-oil values,



but a subsequent decline in the former reproduced the original uncertainty. Owing to a slight improvement in lard 75 at this writing, cotton-oil is quotably firmer, although no actual change in prices rules. Western lard closes for March at 5.36 cents, with May and 100 July options at 5.47½ and 5.62½ cents, respectively. At this market compound lard rules at 4⅝ cents. Cotton-oil as a soap ingredient, to an 125 appreciable extent, is held in check by the low prices which obtain for tallow, which, for city made, rules at 3 13-16 cents, and ordinary country 150 goods at 3¾ to 3⅞ cents. There are signs of improvement in the latter market, thus correspondingly helping cotton-oil. Renewed interest is evinced in oils 175 of the higher grades, in which a fair volume of business has been transacted. Bulk crude has been purchased for the West in increased quantities, although 200 the New York demand has deteriorated. At both points, however, oil stocks are light. The drop in English oil has had the effect of staying 225 possible sales for that country. It is practically certain, however, that owing to the rapidly diminishing seed supplies in England, together with the correspondingly increased 250 price of same, oil will revert to its original position, if not to a stronger one, while imports of American refined and other grades augmented. 275 At the mills crude is variously quoted at from 17 to 19 cents, while in some instances 20 cents is named. Among sales reported for 300 the week are comprised 950 barrels crude at 21 cents; 2,750 barrels of prime yellow, chiefly at 25½ to 25¾ cents, and of which 160 325 realize 26 cents; 1,200 barrels of white oil, at 28 to 28½ cents; 700 barrels of butter-oil, chiefly at 28 cents, and six tanks of 350 crude, at 18 cents chiefly. Spot freight quotations are for Liverpool, 2 s. per barrel; 2 s. 6 d. per barrel to Antwerp; 75 pf. per 100 pounds 375 to Hamburg; 17½ cents per 100 pounds to Rotterdam, and 17 s. 6 d. per barrel to Marseilles. The closing quotations for the various grades are as 400 follows: Barreled crude, 21 to 21½ cents; prime yellow, 25¾ to 26 cents; butter oil, 27½ to 28 cents; off yellow, 25¼ to 25½ cents; 425 white oil, 28 to 28½ cents, and soap stock, 1 to 1½ cents per pound.

CAKE AND MEAL.—The market presents no new feature, while 450 quotations are unchanged. Exports have fallen off materially. The arrival of 960 tons of meal is reported from Boston. From New Orleans a consignment of 475 6,500 bags of seed for Liverpool is reported. The majority of the mills have closed for the season, and cake and meal will soon be 500 comparatively scarce commodities. An improved demand will very probably obtain abroad, which, together with the limited supplies, will have the effect of advancing prices. 524

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### COURT SALE.

(See notes.)

By virtue of the decree and pursuant to the orders of the Superior Court of Gaston County, at the September term, 1896, of said court, 25 the undersigned receivers and commissioners appointed by said court will, on the first Monday in January, 1897 (it being the 6th day of January, 1897), 50 at 10 o'clock A. M., at the office of the Bessemer Mining Co., in Bessemer City, N. C., sell at public auction to the highest bidder, on 75 the terms hereinafter named, the entire property, real and personal and mixed, and assets



of every kind and description, belonging to the Bessemer Mining Co. 100 corporation, consisting of about (1,700) seventeen hundred acres of land in and near the town of Bessemer City, N. C., lying on both sides of the 125 Charlotte & Atlanta Division of the Southern Railway, and constituting the valuable mining plant of said Bessemer Mining Co., machinery, tools, and appliances, office furniture 150 and fixtures, ores on hand, etc., to be sold in a body and as a whole.

A full, complete, and more particular description of said lands and 175 mineral and timber rights, easements, and privileges may be found on reference to the several deeds to said Bessemer Mining Co. for the same, which 200 are in the possession of the undersigned, and are duly registered in the office of the register of deeds for the county of Gaston, in 225 the State of North Carolina, obtained by said Bessemer Mining Co. from the following-named corporations and individuals, to wit:

From the Bessemer City Mining & 250 Manufacturing Co.; the Consolidated Manufacturing Co.; the Fidelity Bank of Durham, N. C., trustee; J. A. Smith and wife; J. A. Pinchback; R. D. Ormond and wife; Benjamin M. Ormond and wife; 275 Jacob Ormond and others.

At the same time and place the undersigned will offer for sale as aforesaid a very large number of city lots belonging 300 to said Bessemer Mining Co., located in said town of Bessemer City, N. C., and suitable for building lots for residence and business purposes, laid down 325 upon W. R. Richardson's survey and map of Bessemer City, N. C., which will be designated and pointed out to purchasers on the day of sale.

Also the 350 "Fire Clay Tract" of land in Cleveland County referred to, and conveyed to said Bessemer Mining Co. by said Bessemer City Mining & Manufacturing Co., 375 by the deed registered in Book No. 20, page 523, in the office of the register of deeds for Gaston County, and also described in 400 the deed to said J. A. Smith from R. N. Patterson and others, dated March 24, 1891, registered in the office of the register of deeds for Cleveland County, 425 in Book B B of deeds, page 223.

*Terms of Sale.*—One-third of the purchase money to be paid in cash, and the balance of the 450 purchase money to be paid within twelve months from and after the day of sale, with interest from the day of sale on the deferred 475 payments.

Possession to be given the purchasers on receipt by the undersigned of the one-third cash payment on the purchase money, and the purchaser to 500 be thereafter responsible for and liable to pay all taxes assessed against the property purchased by him, and title deeds withheld as security for deferred 525 payments.

It will be optionary with purchasers to anticipate and pay the deferred payment of the balance of the purchase money at any time after 550 the date of sale and within the twelve months aforesaid, and thereby stop the accruing of interest on the deferred payment

Any further information desired 575 concerning said property and the sale thereof may be obtained on application to the undersigned, or to their agent, Charles L. Lawton, of Bessemer City, N. C. 600

J. S. CARR, of Durham, N. C.,

E. T. CARRINGTON, of Bay City, Mich.,

*Receivers and Commissioners.*

**TRUSTEE'S SALE.**

(See notes.)

Under the deed of trust registered in the Register's office of Davidson County, Tennessee, in book No. 198, page 135, I, as trustee, will, at the court house door in said county, at 12 o'clock noon, the 5th day of June, 1896, sell a lot of land in East Nashville, on the north side of Foster Street, bounded: Beginning at a point on the north side of said street 30 feet west from the northwest corner of said street and North Third Street; thence north with the west line of Cherokee Hall lot 100 feet to a point; thence east with said Cherokee Hall north line 30 feet to said North Third Street; thence north with the line of said street 65 feet to an alley; thence west with said alley 100 feet to a point; thence south 165 feet to said Foster Street; thence east with said street 70 feet to the beginning, being the same lot of land conveyed to me by L. Kirkpatrick. Sale for cash, free from the equity of redemption and other conditions, and for the purposes set out in said trust deed, to which special reference is here made. 195

Under and by virtue of the terms of a certain deed of trust made and executed to us, as trustees, by Thomas Sullivan and his wife, Bridget Sullivan, for the purpose of securing an indebtedness therein mentioned (as appears of record in the Register's office of Shelby County, Tennessee, in book 237, page 13), and default having been made in the payment thereof, we will, at the request of the beneficiary therein named, proceed to sell to the highest bidder, at public outcry, for cash, on Friday, December 13, 1895, at the southwest corner of Main and Madison Streets, Memphis, Tenn., the following described property, to wit:

Commencing at a stake on the south side of Calhoun Street 144 feet west of its intersection with Shelby Street; thence southwardly along the line of lot 278 163 feet to a stake; thence westwardly parallel with Calhoun Street 36 feet to a stake; thence northwardly parallel with the line of lot 278 163 feet to Calhoun Street; thence eastwardly along Calhoun Street 36 feet to the beginning. The above described property being the east half of lot 279 of John Overton's subdivision of a 181-acre tract in South Memphis, and being the property described in a deed from Peter Henry Sullivan to Thomas Sullivan, as appears of record in the Register's office in book 211, page 323.

All rights of dower, homestead, and redemption expressly barred. Title believed to be good, but we sell and convey only as trustees.

This November 19, 1895. 252

**Nomenclature.**

(Without regard to position.)

End A-B-Vert (p) Ter-ms (p) A-Iss-Ret Ded-Terst Mod A-Kays-Ket  
 Petsoid Iss-Ters-Tees, B-T-Ms Slay-Ven A-Weh-F. Ber-Jet Slay-Ven, F-  
 Pees (p) Sker : Tetoid End-Ted Dhren Mshond (Iss Pers (p) Ray-Kret En-  
 E-Ray-Jaysters Efs (p) Shel-Bee-Kent Tee-En-S N-Bee-Kay 237 P-J 13) A-  
 D-Felt Ven Med N-E-Pee-Ment Dher (p) Petoid Wel Tee-E Ray-Kayst (p)  
 Bee-En-F-Sher Dhren En-Med Pers-Dee Slay I-Est-Beeder Tee-Pee-Bee  
 Tee-Ker Ef-Kay-Ish Retoid-Fer-Dec Dees-Em 13 189-Chay Tee-E Iss-Wayst

Ker-Ner (p) Mcn A-Med-Sen Strets M-M-Efs-Tee-En-S, E Fel Sker-Per-Pee Weh-Tee.

Com : Ens : Ing Tee-A Steh-Kay Chetoid-Retoid-Siths-Dee (p) Kel-En-Stret 144 Fet Wayst Vets-Nets-Kayshon Weh-Shel-Bee-Stret; Dhens Sard-Lay Ing-E-Len (p) Let 278 163 Fet Steh-Kay; Dhens Ways-Ard-Lay Prel Weh-Kel-En Stret 36 Fet Steh-Kay; Dhens Ner-Werd-El Prel-Weh-E-Len (p) Let 278 163 Fet Kel-En Stret; Dhens Est-Ard-Lay Ing-Kel-En Stret 36 Fet Gen; E Bee-Vee Sker-Per-Pee Bee-Ing-E-Est Ef (p) Let 279 (p) Jen Vert-Ens Iss-Bed-Veeshon (p) 181 Ker-Ter-Ket En-Sith-Em-Em-Efs A-B-Ing-E-Per-Pee • Sker En A-Ded Fer Peeter Hen-Ray Slay-Ven Tee-Ems Slay-Ven Iss Pers (p) En E-Ray-Jaysters Efs En-Bee-Kay 211 Pee-Jay 323.

Bedoid-Ray-Tees (p) D-Ar, Em-Sted A-Ard-Emshon Spers-Lay B-Ard. Tet-Lay Bel B-Ged, Tetoid-Weh Slay A-V Nels Ters-Tees. Thees N-V 19 189-Chay.

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### FOR SALE OR LEASE.

#### The Cupperdown Mills Property.

Comprising thirty-six acres of land in the center of Greenville, lying on both sides of Reedy River, and embracing three shoals on said river. The 25 following buildings are on the premises, to wit: Mill No. 1. 160 x 40 feet three stories high, and Mill No. 2, 220 x 75 50 feet, two stories high, both being brick and having a combined capacity of 11,000 spindles, or 7,000 spindles and 300 looms; one of the handsomest 75 offices in the city 40x24 feet, one story and brick, a substantial wooden warehouse, with a capacity of 2,500 bales of cotton; a 100 pair of splendid water wheels at each mill, and five boilers at the two mills, in fair condition; an 8,500-gallon tank for automatic sprinklers; 125 twenty-three tenements in good repair; a two-story wooden building at shoal No. 3, where a corn and patent roller flour mill is now operated; 150 also a rock corn, and a brick wheat mill opposite Mill No. 2. Railroad tracks run into the grounds and to the mill doors. For 175 years these mill buildings, Nos. 1 and 2, have been leased and successfully operated as cotton mills; but all the cotton mill machinery has recently 200 been removed, and it is now proposed to sell or lease these mill buildings and the power, or else organize a company and equip the 225 plants with the latest and most improved cotton mill machinery. These mill buildings are very fine structures.

Address J. T. Sanford, 105 East Seventeenth Street, New York City.

Under the provisions of a deed of trust to be found of record in the office of the Register of Shelby County, Tennessee, in book No. 218, page 138, made by the Grand Opera House Company to us as trustees, and in obedience to the demands of the holders of coupons from bonds issued by the Grand Opera



House Company, secured by the said deed of trust, notice is hereby given that on the 25th day of January, 1896, between the hours prescribed for judicial sales, at the southwest corner of Main and Madison Streets, Memphis, Tenn., we will offer for sale and sell for cash, at public auction to the highest bidder, the following described property, to wit:

The ground and premises on which the Grand Opera House Building stands, at the southwest corner of Main and Beal Streets, Memphis, Tenn., the same having a front of 100 feet on the west side of Main Street, and a depth of 228 feet along the south side of Beal Street of the same width, and embracing all the ground conveyed to the Grand Opera House Company by the New South Land Company of Memphis, by a deed to be found of record in the office of the Register of Shelby County, Tennessee, in book 194, page 122, save and except such portions of the said ground as are actually occupied by the Grand Opera House Building, and except the portion thereof which was conveyed on the 10th day of October, 1892, by the Grand Opera House Company to the State National Bank, beginning at the outside line of the Grand Opera House building as it stands on the ground, and 80 feet south of the intersection of the south line of Beal Street with the west line of Main Street; thence south along the west line of Main Street 20 feet to the south line of the lot conveyed to the Grand Opera House Company by the New South Land Company, as the same appears in deed of record in the office of the Register of Shelby County, Tennessee; and thence along the south line of the said lot so conveyed to the Grand Opera House Company by the New South Land Company 67.34 feet; and thence northwardly 19.90 feet, more or less, to a point which would be the continuation in a direct line of the south wall of the Grand Opera House building as it stands on the ground; and which point is 72 feet from the west line of Main Street, and from the southeast corner of the Grand Opera House building and the point of beginning; and thence eastwardly along the said line and along the south wall of the Grand Opera House building 72 feet to the point of beginning.

The ground to be sold includes all the ground conveyed to the Grand Opera House Company by the New South Land Company outside the walls of the Grand Opera House building, save and except that portion thereof so conveyed to the State National Bank, as above stated.

The title to the above property is believed to be good, but we sell only as trustees, and under and by virtue of the authority stated. 540

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## PROPOSALS.

(See notes.)

TREASURY DEPARTMENT, Office Supervising Architect, Washington, D. C., October 1, 1895.—Sealed proposals will be received at this office until 2 o'clock P. M., on the 22d day of October, 1895, and opened immediately thereafter, for all the labor and materials required to furnish and fix in place complete the low pressure steam heating apparatus, including boilers, steam pumps, pump governor, etc., for the U. S. Temporary Post-Office at Chicago, Ill., in accordance with the drawings and specifications, copies of which may be had at this office or at the office of the Superintendent of the U. S. Temporary Post-



Office at Chicago, Ill. Each bid must be accompanied by a certified check for three hundred dollars (\$300). The right is reserved to reject any or all bids or to waive any defect or informality in any bid should it be deemed in the interest of the Government to do so. All proposals received after the time stated will be returned to the bidders. Proposals must be enclosed in envelopes, sealed and marked, "Proposal for the Low Pressure Steam Heating Apparatus, etc., for the U. S. Temporary Post-Office at Chicago, Ill.," and addressed to the Supervising Architect.

### MARKET REPORTS.

NOTE.—These reports are given for numerous reasons, but principally to present a wided field for the use of "Short Cuts in Writing Numbers." Don't fail to apply them.

#### Fruits and Commission Goods.

Cabbage, per lb.....	1c
Jamaica Oranges, per box.....	\$4.50
Fancy yellow globe onions, per bbl.....	2.00
New York Burbank potatoes, per bbl...	1.75
New York Burbank potatoes, per bu....	45c
Fancy bananas, per case.....	\$2.25@2.50
New York Navy beans, per bu.....	1.60
Cocoanuts, per sack.....	3.50
Lemons, fancy, per box.....	4.50
Lemons, extra choice, per box.....	4.00
Apples, fancy per bbl.....	2.25
Apples, choice, per bbl.....	2.00
Cranberries, per box.....	3.00
Concord grapes, per basket.....	24c
Bologna Sausage, per lb.....	5½c
Crackers, per box.....	4@5½c
Malaga grapes, per keg.....	\$6.00
Raisins, per box.....	1.35
Dried apples, per lb.....	2½@3c

#### Canned Goods.

##### CALIFORNIA FRUITS.

2½-lb Apricots, standard.....	\$2.90@3.00
Apricots, seconds.....	2.65@ 2.75
L. C. Peaches, standard.....	3.40@ 3.50
Y. C. Peaches, standard.....	3.30@ 3.50
W. H. Peaches, standard.....	3.50@ 3.60
Y. C. Peaches, seconds.....	2.65@ 2.75
Egg plums, standard.....	2.75@ 3.00
Golden Drop plums, standard..	2.75@ 3.00
White cherries.....	4.50@ 4.75
Bartlett pears.....	3.60@ 3.70

##### CANNED FISH.

Oysters, 1-lb., standard.....	\$1.70@\$1.75
Oysters, 2-lb., standard.....	3.15@ 3.20
Mackerel, 1-lb., standard, doz..	1.00@ 1.10
Lobster, 1-lb., standard, doz...	2.35@ 2.40
Shrimps, 1-lb., standard.....	2.75
Shrimps, pickled, 1-lb. standard, doz..	1.50
Crabs, 2-lb., standard, doz.....	3.50
Salmon, 1-lb., C. R., tall, doz.....	1.75
Salmon, 1-lb., C. R. flats, doz.....	2.00

Salmon, 1-lb., Alaska, tall, doz.....	1.40
Salmon, 1-lb., Alaska, flats, doz.....	1.50
Salmon, 1-lb., Pink, tall, doz...\$1.00@	1.10

##### TOMATOES.

2-lb. Standard.....	\$1.40
3-lb. Standard.....	\$1.60@ 1.75
Gallon, per doz.....	2.50

##### OKRA AND TOMATOES.

2-lb. Standard.....	\$2.00
3-lb. Standard.....	2.50

##### PEACHES.

2-lb. Standard.....	\$2.15@2.25
2-lb. Seconds.....	1.75@ 1.90
3-lb. Standard.....	2.90@ 3.00
3-lb. Seconds.....	2.25@ 2.40
3-lb. Pie (unpeeled).....	1.75@ 1.85
2-lb. Pie (unpeeled).....	1.10@ 1.25
Green Pie (unpeeled), per doz..	2.50@ 2.60

##### APPLES.

3-lb. Standard.....	\$1.40@\$1.50
Green, standard, per doz.....	2.25

##### PINEAPPLES (DOMESTIC).

2-lb. Grated, standard.....	\$4.00
2-lb. Sliced, standard.....	2.50
2-lb. Sliced, eyeless and coreless.....	2.75
2-lb. Sliced, extra eyeless and coreless..	3.75

##### PORK AND BEANS.

1-lb. Van Camp's, per doz.....	90c
2-lb. Van Camp's, per doz.....	\$1.40
3-lb. Van Camp's, per doz.....	1.80

#### Groceries and Provisions.

SUGAR—Clarified white, 4½@4¾c; yellow, 4@4½c; seconds, 3½@3¾c; powdered, 5.12c; cut loaf, 5.12c; granulated, 4.75c; confectioners' A, 4.75c; standard A, 4½c; off A, 4¼c; extra C, 3¼@4c; C, 3@3¼c.

GREEN COFFEE—Per lb., Rio, ordinary, 16½@17c; fair to good, 18½@19c; prime to choice, 20½@21½c; peaberry, 21@22½c; Cordova, 21@22c.

ROASTED COFFEE—1-lb. packages, Arbuckle, Levering, XXXX Araba, Alaroma

Enida, \$21.35 per case of 100 packages; bulk in bags, 20@27c; bulk in tins, 20@27c; Mocha and Java, 50-lb. tins, 26@27c; 1-lb. tins, 30½c; 2-lb. tins, 30c; 60-lb. bags, 24@25c; essence of coffee, in foil, 90c.

**WESTERN PORK PRODUCTS**—Bacon, sides, extra short, 6¼c; regular, 9¼c; fancy, 7¼c; shoulders, choice, 7@7½c; fancy, 8¼c; hams, 10½@11½c; breakfast bacon, choice, 10@11c; fancy, 12@14c; bologna sausage, 6@7c; dry salt regulars, 5½c; extras, 5½c; backs, 5½c; bellies, 6c; dried beef hams, 11c; insides, 12c.

**LARD**—Fancy leaf, 7¼c; choice leaf, 6½c; pure, 6¼c; choice family, 5½c; refined, 5c.

**COAL OIL**—Tennessee test, 10¼c; water-white, 11¼c; headlight, 12¼c; fire-proof, 12¼c; Oleine, 14c; sunbeam, 12¼c; bright light, 11¼c. Apex axle grease, per case, 1-lb. boxes, \$2.25; 1 case of 3-oz., 2½ and 3-lb. buckets, \$3.50@4.00; Mecca axle grease, 1-lb. tin boxes, per case, \$2.25; 2½-lb. tin boxes, per case, \$3.25; 3½-lb. tin boxes, per case, \$3.85.

### Country Produce.

**BROOMCORN**—From wagons, straight, red-tipped, 1½@1¾c; medium color and length, 1¼@2¼c; strictly green, according to length and quality, 2¼@2½c; crooked, half price. From store, insides and covers, 2½@2¾c; mostly covers, 2½@2¾c; self-working, 3@3½c; hurl and covers, 2½@3c; crooked, 1½@1¾c.

**BEESEX**—Per lb., 25@25½c.

**BACON**—From wagons, shoulders, 5½@5¾c; sides, 6½@7c; hams, 8½@9½c; jowls, 2c; country lard, 7@7½c.

**BUTTER**—From wagons, common, 8c; good, 10c; best, 12@13c.

**FEATHERS**—Prime goose, per lb., 30c; gray goose, 28c; mixed, 15@25c.

**PEANUTS**—Farmers' stock, good to bright choice red, 1½@1¾c; white, farmers' stock, 2¼@2½c; re-cleaned, red, 3@3½c; re-cleaned, white, 3¼@4¼c.

**GINSENG**—Clear of strings and tops and washed clean before drying, per lb., \$2.60@2.65; this is for new stock. Yellow root, 12c; root, 10c.

**POULTRY**—Old roosters, per lb., 2½c; hens and chickens, 5@6c; turkeys, 6c; eggs, per doz., first hands, open market, 15@16c.

**TALLOW**—Per lb., 4½c.

**POTATOES**—Irish potatoes, Tennessee stock, from wagons, 40@50c; from store, 75c@1.00; Northern stock, from store, in car lots, per bu., 40c; sacked, 43@45c. New sweets, from wagon, 60@75c; from store, \$1.00.

**PEARS**—From store, Southern Keifers, per bbl., \$5.00; per box, \$2.00@2.50.

**APPLES**—Fancy red, eating, from wagons, \$1.50@1.75; from store, \$2.00@2.25.

**CABBAGE**—Michigan and New York stock, from store, packed in crates or sacks, in lots of 500 lbs. or upwards, 85c per 100 lbs.; per crate, per lb., 1c.

**TURNIPS**—From store, Tennessee white, purple-tops, \$1.25 per bbl.; northern rutabagas, per bbl., \$1.50; in sacks, 40c per bu.

**ONIONS**—Tennessee, from wagons, 75c@1.00 per bbl.; from store, \$1.25@1.50; Northern, from store, \$1.50@1.75.

**HIDES**—Green salted, No. 1, 5c; No. 2, 4c; all around, 4½c; green, not salted, No. 1, 4c No. 2, 3c; all around, 3½c; green, salted glue, 2c; dry flints, No. 1, 9¼c; No. 2, 7¼c; all around, 8¼c; dry salted, No. 1, 8¼c; No. 2, 6¼c; all around, 7c; dry glue, 4c; sheep skins, 10@30c.

**FURS**—Coons, 5@35c; skunks, 10@75c; minks, 10@60c; opossums, 5@10c; muskrats, 5c; gray fox, 10@35c; red fox, 10@60c; house cats, 10c.

**WOOL**—Choice, unwashed, 13¼c; coarse, unwashed, 12c; slightly burry, 10@11c; moderately burry, 8@9c; hard burry, 5@6c; choice, tub-washed, 21c; dingy, tub-washed, 17@19c; fall, tub-washed, 17c; lambs', unwashed, 10@11c.

**TENNESSEE SORGHUM**—From wagons, old, 5@8c per gallon; new, 11@13c; good stock and cooperage.

**PEAS AND BEANS**—From wagons, lady peas, \$1.25 per bu.; black-eyed peas, 75c; gray-eyed peas, 60c; colored stock peas, 50c. White beans, common, 75c; choice, 90c; fancy, \$1.10. From store, lady peas, \$1.50; black-eyed, \$1.00; gray-eyed, 80c; colored stock peas, 60c. White beans, choice, re-cleaned, \$1.25; fancy, re-cleaned, \$1.35@1.40; New York Navy beans, \$1.50@1.60; California Lima beans, 6c per lb.

### Seeds.

**FROM WAGONS**—Winter oats, 23@25c; burt oats, 22@24c; rye, 40@42c; barley, 30@35c; red clover, \$3.00@3.25.

**FROM STORE**—Clover: Prime crimson, \$2.75. Winter oats, sacked, 33@35c; burt oats, sacked, 30@33c; rye, 56c; barley, 50c; prime timothy, \$2.00 bu.; No 2 timothy, \$1.90 bu.; fancy red top grass, 15c lb.; prime red top grass, 80c bu.; No. 2 red top grass, 75c bu.; choice orchard grass, \$1.35 bu.; prime orchard grass, \$1.25 bu.; No. 2 orchard grass, \$1.15 bu.; fancy blue grass, 85c bu.; extra clean blue grass, 65c bu.; prime red clover, \$4.00 bu.; No. 2 red clover, \$3.75 bu.; sapling, clover, \$4.75 bu.; alfalfa, \$5.00 bu.

### Fruits.

**DOMESTIC**—Apples, dried, from first hands,

bright and cored, 2@2½c; dark and uncured, 1½c.

**COCONUTS**—Per bag of 100, \$3.50.

**GRAPES**—Malaga, choice, full weights, \$5.50@6.00; fancy, full weights, \$7.00@8.60.

**CRANBERRIES**—Choice to fancy stock, \$9.00@12.00 per bbl.

**TROPICAL FRUITS**—Bananas, culls, per bunch, 50@75c; choice, 90c@1.00; fancy \$1.25@1.50. Lemons, choice, per box, \$3.00; fancy, \$3.50. Oranges, Jamaica, per box, \$4.75; Florida, \$5.00.

### Live Stock.

**NASHVILLE**—Union Stock Yards quotations for to-day: Cattle—Extra shippers, 1,300 to 1,500 lbs., \$3.75@4.00; good shippers, 1,200 to 1,300 lbs., \$3.25@3.50; best butchers', 1,000 to 1,200 lbs., \$3.00@3.50; medium butchers', 700 to 900 lbs., \$2.75@3.00; common butchers', 500 to 600 lbs., \$1.50@2.00; feeding steers, 1,000 to 1,200 lbs., \$2.50@2.75; grazing steers, 700 to 900 lbs., \$2.50@2.75; good oxen, 1,400 to 1,600 lbs., \$2.50@3.00; medium oxen, 1,200 to 1,300 lbs., \$2.00@2.25; scalawags, 50c@1.50. Hogs—250 lbs. average, \$3.50; 200 lbs. average, \$3.40@3.50; 150 lbs. average, \$3.25@3.30; 100 lbs. average, \$3.25. Sheep—Good fat, \$1.50@2.00; best lambs, \$2.50@3.25; good lambs, \$2.25@2.50; common lambs, \$1.50@2.00; good stockers, \$1.25@1.75.

Butchers and Drivers' Stock Yards quotations: Cattle—Butchers' steers and heifers, good to extra, \$2.75@3.25; fair to good, \$2.00@2.50; common to medium, \$1.50@1.75; roughs and scalawags, \$1.00@1.50; feeders, good to extra, \$2.50@2.75; stockers, good to extra, \$2.00@2.50. Hogs—Choice packing and butchers', select, \$3.45@3.50; fair to good packing, \$3.30@3.40; fat shoats and pigs, \$3.25@3.30. Sheep—Good to extra shipping, sheared, \$1.25@1.75; common, 50c@1.00; spring lambs, good to extra, \$3.00@3.50.

### Live Stock Markets by Wire.

**CHICAGO**—Trade was fair at yesterday's prices, choice cattle being active and strong and all others rather slow and barely steady; sales were on basis of \$3.00@4.85 for common, the strictly choice native dressed beef and shipping steers, with Christmas beeves in limited demand, at \$5.00@5.20. New sales are made below \$3.50, or as high as \$4.50, and the greater part of the good fat cattle sells at \$3.90@4.25. More choice heavy cattle averaging 1,500 to 1,650 pounds are coming forward than usual, and they sell chiefly at \$4.20@4.65, those being no higher prices than are

paid for prime medium weights. Butchers and canners' stuff was fairly active at unchanged prices, with cows going largely at \$2.00@3.00. Good calves sold chiefly at \$5.00@5.75, common ones selling as low as \$2.75@3.00. The stocker and feeder trade was slow at unchanged prices. An active demand for hogs sent prices up 5@10c, sales being largely at an advance of 10c. Chicago packers were again remarkably good buyers, and the pens were emptied early in the day, common to prime lots fetching \$3.40@3.65. A few extra lots sold above the market, two droves fetching \$3.67½. The bulk of the hogs sold at \$3.60@3.65, and pigs sold freely at \$3.00@3.60. Common to choice sheep were salable at \$2.00@3.40. Western selling at \$2.40@3.30, while common to prime lambs sold at \$3.00@4.40. Export sheep sold around top prices.

**LOUISVILLE**—Cattle ruled very slow; extra shipping, \$4.00@4.25; light shipping, \$3.50@4.00; feeders, \$3.00@3.40; stockers, \$1.85@3.00; bulls, \$1.25@2.85. Hogs active; heaviest, 10c higher; choice packers and butchers', \$3.50; fair to good packing, \$3.50; good to extra light, \$3.45; roughs, \$3.00@3.14. Sheep and lambs—Market unchanged.

**CINCINNATI**—Hogs active, 5@10c higher, \$3.00@3.60; receipts, 5,100 head; shipments 2,800 head. Cattle steady, \$2.25@4.25; receipts, 400 head; shipments, 200 head. Sheep steady, \$1.00@3.25; receipts, 800 head; shipments, 500 head. Lambs steady, \$2.50@4.00.

### Grain and Provisions.

**NEW YORK**—Flour—Market weaker to sell, but trade waiting for a more settled feeling in wheat before making fresh deals; rye flour quiet; buckwheat flour, \$1.25@1.35. Buckwheat dull, 41½@42c. Cornmeal dull; yellow Western, coarse, 71@72c. Rye nominal. Barley nominal. Barley malt neglected. Wheat—Receipts, 390,800 bu.; exports, 48,500 bu.; spot weak; No. 2 red, 69c; No. 1 hard, 67½c delivered; options opened weak under improved crop prospects, foreign selling and big spring wheat receipts; ruled quiet and heavy all day, with some liquidation, and closed weak at 1c net loss; No. 2 red, May, 67½@68½c, closed 67½c; December, 65½c; closed 65c. Corn—Spot weak; No. 2, 34½c; options opened lower with wheat and ruled weak all day under local pressure, closing at ¼@½c lower; May, 35½@35½c; closed 35½c; December, 34½@41½; closed 34½c. Oats—Spot dull; No. 2, 22½; options ruled inactive and weaker with the other markets and closed ¼@½c lower; May, 25@25½c, closed 25c; December, 22½@22½c, closed 22½c. Hay steady,



Hops quiet. Hides nominal. Leather steady. Wool quiet. Beef steady. Cut meats weak. Lard quiet and steady; Western steam closed \$5.60; December, \$5.60, nominal; refined steady. Pork active and lower; short clear, \$10.75@12.50; family \$10.00@10.50. Butter firmer; Western dairy, 11@16c; Western creamery, 15@25c; Elgins, 25c. Petroleum dull; United closed \$1.34½ asked. Rosin firm. Turpentine steady. Rice steady. Molasses firm. Pig iron quiet. Copper easy; brokers', \$11.00; exchange, \$10.75. Lead firm; brokers', \$3.20; exchange, \$3.30@3.32½. Tin plates weak. Spelter dull. Cotton seed oil shows weakness and inactivity; closed weak. Coffee—Options opened steady at unchanged to 5 points advance worked within a narrow range, with weakness under local and foreign pressure under decline in spot coffee; closed steady at unchanged to 5 points net decline; sales, 18,500 bags, including: December, \$13.65@13.70; spot coffee, Rio, easier; No. 7, 14½c; mild dull; Cordova, 15@18½c. Sugar—Raw, steady; refined, steady.

ST. LOUIS—Flour quiet and unchanged. Wheat—On a pressure to sell and on weak cables the market was heavy all day, closing weak and from ¼@½c below yesterday; No. 2 red, 68½c; December, 67½c; May, 64½c. Corn dull, closing weak, ¼@½c under Saturday; No. 2 mixed, cash, 24½c; December, 24c; January, 23½c; May, 25½c. Oats—Futures dull and easy; No. 2, cash, 17½c; December, 17½c; January 17½c; May, 20½c. Rye steady, 33½c. Barley steady. Cornmeal, \$1.35@1.40. Bran offered east track 48c, and 47c bid. Flaxseed steady, 87c bid. Timothy seed steady. Hay steady to firm; prairie, \$4.50@8.75; timothy \$5.50@15.00, this side. Butter, table grades, higher; separator creamery, 22@23c; fancy Elgin, 26c; dairy, 16@18c. Eggs higher; fresh, 20c. Whisky, \$1.22. Lead irregular, \$3.10@3.15. Spelter dull and weak \$3.22½ sellers. Cotton ties and bagging unchanged. Pork standard mess, jobbing, \$8.00. Lard, prime steam \$5.20; choice, \$6.32½. Bacon, boxed shoulders, \$5.25; longs, \$5.00; ribs, \$5.12½; shorts, \$5.25. Dry salt meats, boxed shoulders, \$4.62½; longs, \$4.50; ribs, \$4.62½; shorts \$4.75.

#### Cotton Markets by Wire.

NEW YORK—Cotton: Spot in fair demand, prices hardening; American middling 4½d. The sales of the day were 12,000 bales, of which 1,000 bales were for speculation and export, and included 10,800 bales American. Receipts 42,000 bales, including 23,000 bales

American. Futures opened quiet but steady, and closed quiet but steady at the advance. The cotton market opened 3@5 points higher on better cables than were looked for, but immediately turned back and sold off 13@14 points on most of the active months. The close was easy at the lowest figures of the day, showing a loss of 8@9 points. The President's message made no impression on the market. Speculation was very slack. It was reported that Neill would reduce the crop estimate to 6,300,000 bales, but even this failed to revive business. A feature of to-day's trading was an effort to liquidate January interests. The result was a widening of the differences between that month and the later options. The port movements showed up in larger figures than had been looked for

NEW ORLEANS—Cotton easy; middling, 8½c; low middling, 7½c; good ordinary, 7½c; net receipts, 20,296 bales; gross, 21,043 bales; exports to Great Britain, 28,310 bales; to the continent, 13,972 bales; sales, 2,500 bales; stock, 363,611 bales.

NEW YORK—Cotton dull; middling, 8½c; net receipts, 3,745 bales; gross, 6,475 bales; exports to Great Britain, 200 bales; forwarded, 54,644 bales; sales, 504 bales; to spinners, 204 bales; stock 179,694 bales. Total to-day—Net receipts, 45,216 bales; exports to Great Britain, 37,576 bales; to France, 6,867 bales; to the continent, 14,133 bales; stock, 955,895 bales. Consolidated—Net receipts, 121,531 bales; exports to Great Britain, 59,279 bales; to France, 22,474 bales; to the continent, 33,109 bales. Total since September 1—Net receipts, 2,648,563 bales; exports to Great Britain, 718,530 bales; to France, 147,332 bales; to the continent, 586,284 bales.

#### The Wool Markets.

BOSTON—Wool assumed a firmer tone this week, with good sales. Territory wools are steady and fleece wools are quiet, but the tone is steady and supplies are by no means excessive.

Australian wools are meeting with a steady demand, and the supplies here have been considerably reduced, with values on a firm basis.

The following are the quotations for leading descriptions:

Texas wools—Spring medium (12 months), 12@14c; scoured price, 31@32c; spring fine (12 months), 11@13c; scoured price 33@35c. Australian scoured basis: Combing superfine 45@47c; combing, good, 40@42c; combing, average, 38@40c. Queensland combing, 34@36c.



### Iron Markets.

CINCINNATI, OHIO, March 14.

There is very little new to report this week. Conditions remain about the same as they have during the past month. Production is steadily declining, 25 and unless there is a decided revival in demand and improvement in prices, it is quite certain that more furnaces, both in the South and 50 East, will be obliged to cease operation. Stocks of iron at furnaces are increasing. There has been considerable talk among buyers of the probability of 75 Southern roads dropping freight rates to the point where they were one year ago. It seems to be forgotten that freight rates now are at 100 a minimum under agreement with the Southern Railway Association, and the leading officials of the railroads interested say there is no idea of reducing them. 125 The bulk of the tonnage is from sales made to large consumers, who have fixed a price in their minds as to what the bottom 150 should be, and when a furnace has been found that will accept their terms, they have closed for round lots.

There has been a fair 200 demand for both Northern and Southern charcoal brands. While the car works are not especially busy, most of them are fairly active. It is reported 225 that they continue to accept contracts at very low figures from the railroads, and in consequence of it, figure very closely when buying iron.

Several 250 lots of gray forge have been sold, and it is expected that other mills will be obliged to purchase during the next thirty days.

Quotations 275 remain the same as last week, but it is understood that special prices are being made on desirable contracts. We quote for cash f. o. b. 300 cars Cincinnati:

Southern coke, No. 1 foundry .....	\$11 50
Southern coke, No. 2 foundry.....	10 75
No. 1 soft.....	10 75
Lake Superior coke No. 1.....	13 00
Lake 325 Superior coke No. 2.....	12 00
Hanging Rock charcoal No. 1.....	16 00
Tennessee charcoal No. 1.....	13 50
Jackson County silvery No. 1.....	14 00
Southern coke, gray 350 forge.....	10 00
Southern coke, mottled.....	9 75
Standard Alabama car wheel.....	15 75
Tennessee car wheel.....	14 50
Lake Superior car wheel and malleable.....	15 75

### Cheap Production of Pig Iron.

(See notes.)

We have on several occasions quoted Mr. H. S. Fleming, M. E., on questions connected with Southern pig iron productions. He is referred to by a 25 leading Southern industrial journal as a conservative judge of the Southern possibilities, hence his latest showing of how cheaply pig iron may be made in 50 that section is quite interesting. In showing what may be done on the property of the LaFollette Coal and Iron Company around

LaFollette, Tenn., Mr. Fleming 75 holds that, taking into account all contingencies, pig iron could be made at that point for \$6.85 per ton. The following is his estimate:

1½	100 tons coke, at \$2.15.....	\$3 23
2½	tons soft and hard ore, at 63 cents.....	1 58
½	ton limestone, at 60 cents.....	30

He further holds 125 that this estimate allows a good margin for improvement, as the cost of coke is made high. If, as in regular operations, slack coal was 150 largely used for coke-making, the cost of coke would be reduced about 40 cents. He concludes that the average cost would be best shown 175 in the figures \$6.50 to \$6.75. This is certainly a very good showing for iron, which, he says, would have an advantage of from \$1 200 to \$1.50 over other Southern iron in freight rates to Cincinnati and Northern points. But there are likely some factors which have not been taken 225 into account, as the authority quoted admits that as an iron made from red fossil ores alone is not so good as that from brown 250 hematites or a mixture containing them; so it might be necessary either to sell for a little less than the market, or to purchase 275 the more expensive ores for a mixture. He holds, however, that even with this reduction the profits would be sufficient. We do not question the 300 correctness of the figures given, but would prefer to await developments. The estimate, however, is quite interesting, showing as it does the possibilities of locations 325 where "the furnace may be placed with its stock-house almost over the iron ore vein." 340 —*Pittsburg American Manufacturer.*

**The Market for Cottonseed Products.**

NEW YORK, March 17.

The cotton-oil situation remains practically unchanged. The export demand has been fairly active during the week, the greater portion of receipts aggregating 7,000 barrels, 25 being destined for abroad, chiefly for France. During the early part of the week under review, the improved tone of the lard market gave promise 50 of better things with regard to cotton-oil values, but a subsequent decline in the former reproduced the original uncertainty. Owing to a slight improvement 75 in lard at this writing, cotton-oil is quotably firmer, although no actual change in prices rules. Western lard closes for March at 5.35 cents, 100 with May and July options at 5.47½ and 5.62½ cents, respectively. At this market compound lard rules at 4⅞ to 4⅞ cents. Cotton-oil as 125 a soap ingredient, to an appreciable extent, is held in check by the low prices which obtain for tallow, which for city made rules at 150 3 3-16 cents, and ordinary country goods at 3¾ to 3⅞ cents. There are signs of improvement in the latter market, thus correspondingly helping cotton- 175 oil. Renewed interest is evinced in oils of the higher grades, in which a fair volume of business has been transacted. Bulk crude has been 200 purchased for the West in increased quantities, although the New York demand has deteriorated. At both points, however, oil stocks are light. The drop in 225 English oil has had the effect of staying possible sales for that country. It is practically certain, however, that, owing to the rapidly diminishing seed 250 supplies in England, together with the correspondingly increased price of same, oil will revert to its original

position, if not to a stronger one, while 275 imports of American refined and other grades will be largely augmented. At the mills crude is variously quoted at from 17 to 19 cents, while 300 in some instances 20 cents is named. Among sales reported for the week are comprised 950 barrels crude at 21 cents, 2,750 barrels of prime 325 yellow, chiefly at  $25\frac{1}{2}$  to  $25\frac{3}{4}$  cents, and of which 160 realized 26 cents; 1,200 barrels of white oil, at 28 to  $28\frac{1}{2}$  cents; 700 350 barrels of butter-oil, chiefly at 28 cents, and six tanks of crude, at 18 cents chiefly. Spot freight quotations are for Liverpool, 2 s. per 375 barrel; 2 s. 6 d. per barrel to Antwerp; 75 pf. per 100 pounds to Hamburg;  $17\frac{1}{2}$  cents per 100 pounds to Rotterdam, and 17s. 6 d. per 400 barrel to Marseilles. The closing quotations for the various grades are as follows: Barreled crude, 21 to  $21\frac{1}{2}$  cents; prime yellow,  $25\frac{3}{4}$  to 26 cents; 425 butter-oil,  $27\frac{1}{2}$  to 28 cents; off yellow,  $25\frac{1}{4}$  to  $25\frac{1}{2}$  cents; white oil, 28 to  $28\frac{1}{2}$  cents, and soap stock, 1 to  $1\frac{1}{8}$  cents 450 per pound.

CAKE AND MEAL.—The market presents no new features, while quotations are unchanged. Exports have fallen off materially. The arrival of 960 tons 475 of meal is reported from Boston. From New Orleans a consignment of 6,500 bags of seed for Liverpool is reported. The majority of the mills 500 have closed for the season, and cake and meal will soon be comparatively scarce commodities. An improved demand will very probably obtain abroad which, together 525 with the limited supplies, will have the effect of advancing prices. .536

## LAWS OF OTHER COUNTRIES APPLYING TO NON-CITIZENS.

(See Nomenclature.)

DEAR SIR—His Excellency, the United States Ambassador, has referred to me your letter of the 2d instant, inquiring if the laws of Great Britain 25 prevent a non-citizen to carry on business or to hold title to real estate, and if any distinction is made between subjects and foreigners 50 in regard to taxation on business or property.

The Naturalization Act provides that real and personal property of every description may be taken, acquired, held, 75 and disposed of by an alien in the same manner, in all respects, as by a natural-born British subject, and that a title to real 100 and personal property of every description may be devised through, from or in succession to any alien in the same manner, in all respects, as 125 through, from or in succession to a natural-born British subject; provided that this shall not qualify an alien for any office or for any 150 Municipal, Parliamentary, or other franchise, nor shall it qualify him to be the owner of a British ship or any share therein.

In respect also 175 of taxation and freedom to do business, foreigners are put on a parity with natural-born subjects.

It will thus be seen that the laws 200 of Great Britain are in striking contrast to the narrow and restrictive statutes that have been passed by the Legislatures of a number of States 225 within a comparatively few years past, and which prevent a non-resident alien from holding property within those States.

I am in a position to know 250 from practical experience that such



prohibitory statutes as these are the means of preventing hundreds of thousands of pounds from being invested freely in American enterprises needing capital. I am,  
Yours truly, 282

(See Nomenclature.)

DEAR SIR—In reply to your favor of March 2d, to the Ambassador, I would say that there is no distinction made between subjects and foreigners in regard to taxation on business or property in France; also that any non-citizen can carry on business or hold title to real estate.  
Yours respectfully, 53

(See Nomenclature.)

DEAR SIR—In reply to your favor of 2d inst., in reference to the laws of Austria-Hungary governing the rights of foreigners doing business and holding or disposing of property within this monarchy, I have the honor to call your attention to Article XI of the Treaty of 1829 between Austria-Hungary and the United States, which reads as follows:

"The citizens or subjects of each party shall have power to dispose of their personal goods within the jurisdiction of the other, by testament, donation, or otherwise; and their representatives, being citizens or subjects of the other party, shall succeed to their personal goods, whether by testament or by *ab intestate*, and may take possession thereof, either by themselves or by others acting for them, and dispose of the same at their will, paying such dues, taxes, or charges only as the inhabitants of the country, wherein the goods are, shall be subject to pay in like cases. And in case of the absence of the representative such care shall be taken of the said goods as would be taken of the goods of a native in like case, until the lawful owner may take measures for receiving them. And if any question should arise among several claimants to which of them said goods belong, the same shall be decided finally by the laws and judges of the land wherein said goods are. But this article shall not derogate in any manner from the force of the laws already published, or hereafter to be published by His Majesty, the Emperor of Austria, to prevent the emigration of his subjects."

And which was continued in force and somewhat extended by the Treaty of 1848.

By virtue of the provisions of these treaties, Austria-Hungary has always accorded to citizens of the United States the rights and privileges of Austrian citizens, as to carrying on business and holding and disposing of personal property, and has subjected them to the same laws and regulations as to taxation upon business and property. Citizens of countries, such as Russia, between which and Austria-Hungary no such treaty exists, must, in order to do business in Austria-Hungary, first obtain a concession from the local authorities and become subject to such restrictions and regulations as may be imposed by the terms of the concession. To Americans and citizens of those countries having treaty stipulations similar to those above given, no concessions are necessary. Such persons open, carry on and close their business operations in the same manner, and subject to laws and administration regulations as the citizens of Austria-Hungary.



Corporations of other countries, however, do not come within the terms of 450 this treaty, and must, in order to do business in Austria-Hungary, first obtain a concession for that purpose.

I have the honor to be, 475

Yours very truly,

(See Nomenclature.)

SIR—In reply to your favor of the 20th inst., I beg to inform you that the laws of Prussia permit a foreigner to carry on 25 business and hold title to real estate in Prussia. There are exceptions only in regard to foreign corporations, which need a special consent or 50 concession of the government for both purposes. (For example, the cases of the American Life Insurance Companies.)

There is no distinction made between subjects and 75 foreigners in regard to taxation of either business or property of any kind.

I am, sir,

Your obedient servant, 94

### Nomenclature.

(Without regard to position.)

Lays (p) Ther Kays Pel:<sup>3</sup> Ing Nen : Stees.

Ders-Ar. Skays-Len, E Nses Embs-Der Iss-Ray-F M Yay-Layter (p) 22  
Enst En-Wer : Ing F-E-Lays (p) Gret-Ber-Ten Pref-Ent A-Nen-Stee Ker  
Chetoid Bees Tetoid Eld Tet-Lay Rel-Stet, Keftoid En-Deest Iss-Med Bet-  
Wen Iss-Bees A-F-Ren-Ars Ner-Ged-Teeseshon Retoid-Bees Tetoid-Per-P.

E Net-Elseshon Ket Pref-Dees-Dhet Rel-Pers-Nel-Per-P (p) Ver Sker-  
shon Emb Ten, K-Werd, Eld A-Dees-Peest Petoid B-Ketoid Eln Ins-Em-  
Ner, Nel-Rays-Pees, Iss-B<sup>1</sup> Ketoid-Net-El B-Ren Bret-Ish-Iss-B, A-Dhet-A  
T-Tel Rel-Pers-Nel-Per-P (p) Ver Skershon Emb D-Veest Ther, Fer Tetoid  
En-Skeyseshon Ketoid-Net-El B-Ren-Bet-Ish-Iss-B, Pref-Ded Dhet-Thees  
Ish-Net Kel-F A-Eln F En M-Ens-P-Lay, Prel Ardher<sup>1</sup> Fren-Chays, Ner-Isht  
Kel-F M B-E Ner (p) Bret-Ish-Ish-P Tetoid En Sher Dhern.

Ner-Spee Lay-S (p) Teeseshon A-Fred-M D-Bees, F-Ren-Ars Ar-Pet  
Chetoid-Ketoid-P-Ray-T Weh Net-Bs\*Bs. (Note the evolution of the phrase,  
"Natural-born subjects.")

Tel-Thees-B-Sen-Dhet-E-Lays p Gret-Bret Ar Ins-Ter-K : Ing : Terst  
N-Ray A-Ar-Stref Steh-Tets Dhet-Ben-Peest B-E Lay-Jays-Layters Ketoid-  
Bref-Stets Dhen-A P-Raytive F-Yeh-Peest A-Chay-Pref-Ent A-Nen-Rays-  
Dent-Eln Fer Eld : Ing Per-P Dhen-Thees-Tets.

Petoid-Men A-Peeseshon N, Fer Per-Sprens Dhets-Chay Per : Bet-Ray  
Steh-Tets Iss-Thees Ar-E Mens (p) Pref-Ent : Ing Ends (p) Iths (p) Pends  
Fer-B-Ing En-Veest Fer-Lay En-M-Ken Net-Perses Net : Ing Kay-Pet.  
Petoid-M-Yays-T-Lay.

Ders-Ar. Ner-Pel-Yay-Ver-M-Ray-Chay-2 Embs-Der Tetoid-Wuh-S  
Theedhers-N-Deest Med Bet-Wen-Iss-Bs A-F-Ren-Ars Ner-Ged-Teeseshon  
Retoid-Bs Tetoid-Per-P En-Frens; Lay-S Dhet N-Nen : Ste Ken Ker  
Chetoid-Bees Tetoid-Eld Tet-Lay Rel-Stet. Yays-Rays-P.

Ders-Ar. Ner-Pel-Yay-Ver-2-Enst, Ner-F Petoid-Lays (p) Est-Ray-N-Gay-Ray, Gef : Chetoid-Ray-Tees (p) F-Ren-Ars D : Ing Bees Tetoid-Eld : Ing Tetoid Dees-Pees : Ing (p) Per-P Dhen Thees Men-Ar-K Teftoid-Petoid Ner-Kel-Yay-Enshon Petoid-Ret-Kel 11 Petoid-Chetoid Ter-T (p) 1829 Bet-Wen-Est-Ray-En-Gay A-E Enses, Chay Ards Iss-Fels:

"E Stees Tetoid Iss-Bees Petoid-Chay P Shef P-Ray Dees-Pees Veedher-Pers-Nel-Geds Dhen-E Jerseshon (p) Theedher B Tees-Ment Ardher-Ways, A-Dher-Ray-Pees, B-Ing-Steas Tetoid-Iss-Bs (p) Theedher P, Ish-Skays-D Teedher-Pers-Nel-Geds, Wayther-B Tees-Ment Tetoid B *B En-Tees-Tet*, A-M T Peeseshon Dher (p) Petoid, Dher B-Theeses Tetoid-Beedhers Ket : Ing F-Thee, A-Dees-Pees (p) Sem Teedher Wel P : Ing Iss-Chay Dees, Teeses, Tetoid Chays Nels-Chetoid En-Bets (p) Wern-E Geds Ar Ish-Bees-B P N Lay-K-Kayses. A-N-Kays (p) Bees-Ens (p) Ray-P, Iss-Chay Ker Ish-B Ten (p) Iss-D-Geds Iss-Wuh-B Ten (p) Geds (p) N-Tef En Lay-K-Kays Tel-E Lay-Fel Ner M T Zhers F-Rays-V : Ing Thee. Keftoid N-Ken Chetoid-Ars M-Ing Iss-V Kel-Ments Chay (p) Thee Iss-D-Geds Bel E Sem Ish-B Dees-Ded F-Nel B-E Lays A-Jay-Jays (p) Lend Wern Iss-D-Geds Ar, Tetoid-Thees-Ret-Kel Ish-Net D-Ray-Get En-N-Ner Fer-E-F-Ars (p) Lays Dedoid P-B Tetoid Reft B P-B Bees-M Jayst, E Emp-Ray-Ray (p) Est-Ray, Pref-Ent-E Em-Gershon Petoid Iss-Bees."

A-Chay-Z Ten-D N-F-Ars A-Smet Stend B-E Ter-T (p) 184.

B-Vert (p) Pref-Eshons (p) Thees Ter-Ts, Est-Ray-N Slay-Ways Kred Stees (p) Enses E Ray-Tees A-Per-Vels (p) Est-Ren Stees, Spetoid Ker-Bees (note evolution of this phrase) Tetoid-Eld-Spees : Ing (and this) (p) Pers-Nel-Per-P Ketoid Iss-B-Thee Petoid-Sem-Lays A-Ray-Gelshons Spetoid-Teeseshon Pen-Bees A-Per-P. Stees (p) Kays, Iss-Chays Ray-Ish, Bet-Wen-Chay A-Est-Ray-En Ens-Chay-Ter-Tee Ses-Tes, Emst Nerd-Dee-Bees N-Est-Ray-N Steh<sup>2</sup>-Bee-Ten-A : Iss-Shen Fer-E Lay-Kel-Threts A B-Kays-B Iss-Chay Rs-Tershons A-Ray-Gelshons Semp-Empst Bee-E Ter-Ems (p) Iss-Shen. Em-Kens A-Steas (p) Thees Kays Vee : Ing Ter-Tee Stee-Pelshons Sem Thees Bee-Vee Gay, En-Shayns R-Enses. Iss-Chay-Perses Pen Ker Chetoid A-Kels-Bedoid Pershons Insem-Ner A-Iss-B Petoid-Lays A-D-Iss-Tershon Ray-Gelshons Iss-Chetoid Stees (p) Est-Ray-En. Ker-Pershons Veether Kays Vee Dent Kay Dhen-E-Ter-Ems (p) Thees Ter-T, A-Emst, Nerd-Dee-Bees En-Est-Ray-En, Steh-B-Ten A-Shen Ef-Thet Pee-Pees.

Teftoid-Petoid-Ner-Bee-Yays-Vee-T.

Sar:—Ner-Pel-Yay-Ver-2-Ray-Enst, Retoid-Bee-Gay-En-Fer-Yuh-Dhet-Chetoid-Lays (p) Per-Ish Per-Met A-Ef-Ren-R Ker-Bees, A-Eld Tet-Lay-Rel-Steh En-Per-Ish. Dher-R Speeshons Nel Ner-Ged-Ef-Ren Ker-Pershons, Chay Ned A-Spee : Sent Tetoid Iss-Shen (p) Gef Ef-B-Ith Pee-Peeses. (Ef-Semp, E Kayses (p)]Em-Ken]Lay-Ef-En-Sher-Kays.)

Dhers-En-Decst Med Bet-Wens-Bs A-Ef-Ren-Rs Ner-Ged-Teeseshon (p)  
Dher Bees Tetoid-Per-Pee (p) En-Kend.

Petoid-Em-Sar-Yay Bec-Dent Iss-Ray-Vent.

DEAR SIR—It appears according to a dispatch from the United States Minister at St. Petersburg, No. 257, of March 25, 1896, that you recently wrote Mr. Breckinridge asking whether the laws of Russia permitted an alien to carry on business or hold title to real estate, and whether any distinction was made between subjects and foreigners in regard to taxation on business or property. This information you desired for publication.

The following extract taken from Mr. Breckinridge's dispatch appears to be in reply to your inquiries:

“Reference to the Treaty of 1832 provides:

“Article I. The inhabitants of their respective States shall mutually have the liberty to enter the ports, places, and rivers of the territories of each party wherever foreign commerce is permitted. They shall be at liberty to sojourn and reside in all parts whatsoever of said territories, in order to attend to their affairs, and they shall enjoy, to that effect, the same security and protection as natives of the country wherein they reside, on condition of their submitting to the laws and ordinances there prevailing, and particularly to the regulations in force concerning commerce.

“Article X. . . . And where on the death of any person holding real estate within the territories of one of the high contracting parties, such real estate would by the laws of the land descend on a citizen or subject of the other party, who by reason of alienage may be incapable of holding it, he shall be allowed the time fixed by the laws of the country, etc.

“Personal inquiry at the Foreign Office reveals the fact that foreigners are not permitted to own real estate in the frontier governments of the West. These begin at Livonia, south of this point, and embrace Courland, Korno, Suwalki, Tomska, Plosk, Kalisz, Piotrkow, Kielce, Tublin, Volhynia, Podolia, and Bessarabia. Otherwise, foreigners are permitted to do business in these provinces the same as subjects of the Empire. And there are said to be no special restrictions in any other part of the Empire.

“A general exception to this, however, must be noted in the regulations relating to Jews. Any one of Jewish origin should make special inquiry before acting upon general assurances, for the Russian Government has special regulations in regard both to its Jewish subjects and to foreigners of such origin.

“While no exceptions are made against foreigners within the limits stated, yet it should be borne in mind that regulations and requirements are much more minute and complex here than in our own country, and so a foreigner needs to proceed with great care in order not to fail in such particulars. Free, individual initiative is not the practice here but Government consent and control actively touch nearly everything; and ignorance or disregard of this often occasions difficulties which might be avoided.”

I am, sir,

Your obedient servant, 476

DEAR SIR—As the inquiry in your letter of March 2d is of the character usually required to be sent through the Department of State, I make







23 | 95 = } = = 1/2  
 b. e s r e d . p u . 4 / 2  
 e m a c , b . g r r 12 6 / 2  
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 v } h e s e s p t v v v v v  
 e e 2 , b - y 1 / 4 s r s e s e  
 p ( m e s 2 ) , 2 y 3 A r s e  
 e l 2 h 2 4 / 4 s , b - 4 6 p 4  
 s , b . v e l ) y m i p , 7 e e  
 v e l r i e p h u r s  
 e ) v r p . h o p e l b : v  
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 - 2 b - s . e v p s , b e e

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Handwritten shorthand notes on lined paper, including various symbols and numbers such as 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.

Read the following words:

Handwritten shorthand words on lined paper, including symbols and numbers such as 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.

NOTE.—The last outline may also be written, "Dret<sup>3</sup> K."



Handwritten flourish or symbol at the top of the page.

Handwritten shorthand notes on a set of four horizontal lines. The notes include various symbols and numbers:

28, 56 / 64

Handwritten symbols and numbers: 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.

Handwritten shorthand notes on a set of four horizontal lines. The notes include various symbols and numbers:

3, 56, 6

10, 193 / 15, 23

Handwritten symbols and numbers: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.









man to man

ht w l f j h 1896 f,  
e b d s p r o t

2 1897 f 11, 4 1897 f 10

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b e - w p e

w p e - w p e

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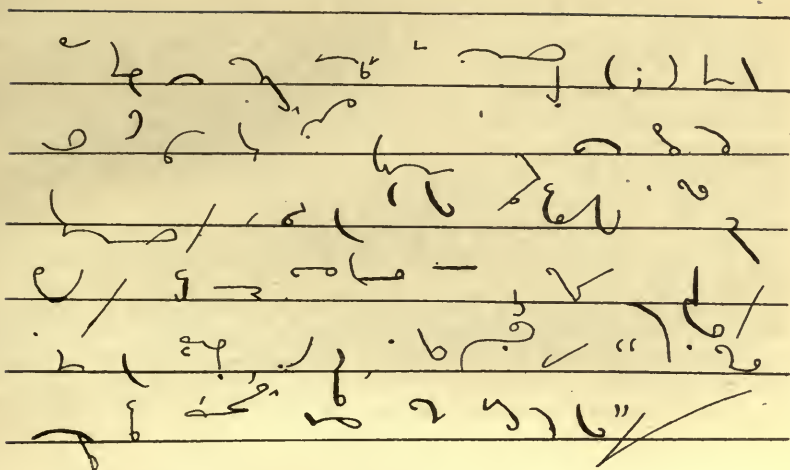
Handwritten shorthand notes on ten horizontal lines. The notes consist of various symbols, including numbers (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100), letters (a, b, c, d, e, f, g, h, i, j, k, l, m, n, o, p, q, r, s, t, u, v, w, x, y, z), and symbols (dots, dashes, arrows, curves, loops, and other shorthand-specific characters). The notes are arranged in a series of groups across the lines, with some groups appearing to be numbered or labeled. The handwriting is fluid and cursive, typical of shorthand systems.



Handwritten shorthand notes on ten horizontal lines. The notes consist of various symbols, including letters, numbers, and decorative flourishes, arranged in a structured manner across the lines.







### THE OLD AND THE NEW.

A fact with which few are familiar is that after a pupil has applied himself diligently to the study from a scientific and a professional standpoint and mastered the art, it is just as natural for him to outline a word in shorthand as it is for him to write it in longhand. It becomes second nature; it is instinctive. But mind you, the country is filled with shams who have only a very meager knowledge of a few primary principles, and have a few simple word signs committed to memory, who call themselves "stenographers." They know nothing of the real beauties of shorthand; and some of them are actually setting themselves up for teachers and claiming to be "experts." They are an absolute disgrace to the name and the profession. Happily, however, the time is not far distant when they will be relegated to the rear, then down and out. The stenographer of the future will have more required of him than those burlesques of the past. He will play a prominent part in whatever line of work he may be engaged. He will be in a better position to get at the very bottom of the business than any other employee of the establishment. All the secrets and all the details of the business must needs pass through his hands. This makes it very easy, if he be progressive and up-to-date, for him to learn the business in which he is employed as a correspondent. The transition is quicker from stenographer to proprietor than from any other position. Indeed, I have in mind many instances in which the stenographer was taken into the firm, and who first went into the establishment as a mere amanuensis, perhaps receiving a very meager compensation for his services as such. The stenographer of the future will be one in whom the proprietors can confide and to whom they can entrust their most vital secrets, and with whom they can confer on topics of importance to the business. The stenographer who says "yes" to everything interrogated him is no good. He must have ideas of his own. Originality with him will develop into a jewel. Acquaint yourself with the work in which you are engaged, and be ready to

offer a suggestion when called upon to do so, showing your employer that you are personally interested in his work and that you are eager to render him assistance in any way possible. If your work is lighter some days than it is at other times, offer to assist in other capacities, assuring him that you are well enough acquainted with the business to thus assist him. He will be indeed surprised to find that you are so well acquainted with the business, and will wonder how you managed to be conversant therewith. He will indeed think you are an exceptionally apt and valuable assistant. As soon as he finds that you are working solely for his interests, he will begin to regard you in a new light, and place confidence in you; and your reward is sure and certain in the end.

I admonish you, upon accepting a position, not to consider the question of salary, but to work as though you owned a controlling interest in the establishment, and that any false step on your part would result in its downfall and your loss.

*Read Preface and Introductory of this book.*

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### AMOUNT OF SALARY.

The following advice, taken from Draughon's Progressive Bookkeeping, is most heartily indorsed by the Author, the thought of which can not be too emphatically presented:

A person applying for a position should not give the amount of salary to start on much consideration, especially if the applicant has never had practical experience, and is out of employment. It would be better for him to accept a small salary to begin on; for it is easier to get other employment while holding a position than it is while out of employment.

Many persons who have no business experience expect a very large salary to start on. They should remember that a person's salary is not entirely governed by the amount of physical work done. One's business judgment is one of the first things that the employer considers in estimating the value of the services rendered for the purpose of fixing the amount of salary to be paid. If you have had no business experience, you should not expect a large salary to start on. Think of the doctor, who, after leaving the medical school, and of the lawyer who, after leaving the law school, have to practice from two to five years before they make more than expenses; also think of the long time required for the lawyer or the doctor to complete his course, and of the great expense of doing so as compared with the short time and small expense required to complete a business course. We are confident that nine-tenths of the lawyers or doctors, after completing their course, do not make expenses for the first two years. Yet there are some persons who, if they do not expect it on the start, after clerking a few months, expect a large increase of salary; and there are others who have had no business experience, yet, after taking a business course, expect as much for their services to start on as do persons who have had many years' experience in business, and who have also had the advantage of a business education.

A person should strive to build himself up; and if he will watch the firm's interest as he should, his salary will be increased as his services merit; and if

his employer can not increase his salary as his services merit, he will, as a rule, willingly permit him to accept a better position.

First make yourself a reputation as a worker, as having good business judgment, and as a person who will do everything in his power to promote the firm's interest; and then that rule, "You can never hold a good man down," will be applied sooner or later.

We might say, for the benefit of many, that a person's general disposition has a great deal to do with the amount of salary that he receives, the fair sex not excepted. A person should be agreeable—in fact, pleasant—at all times to all persons, in business dealings as well as in social affairs, it matters not what his position is, be it that of bookkeeper, stenographer, clerk, or any kind of work. Courtesy is cheap capital, yet valuable. It is by far the most profitable investment that a person can make, considering the amount invested. Some persons may be competent, and in every other respect suitable; but, on account of an unpleasant disposition, no business man wants their services at any price.

## KEY TO FAC-SIMILE OF AUTHOR'S COURT REPORTING NOTES

R. K. Whitlow, Sworn.

Mr. Langford: *Q.*—State your name and occupation. *A.*—R. K. Whitlow, hardware dealer.

*Q.*—Where do you reside? *A.*—Fayetteville.

*Q.*—Have you a partner in your business? *A.*—Yes, sir.

*Q.*—State his name. *A.*—J. B. Wagner.

*Q.*—Was he present at the time the knife in question was purchased by defendant? *A.*—Yes.

*Q.*—Who sold defendant the knife? *A.*—I did.

*Q.*—Did anybody see you sell it to him? *A.*—No, sir. My partner saw him looking at it.

*Q.*—Did your partner show it to him before you did? *A.*—Not that I know of.

*Q.*—Where was your partner when you sold the knife? *A.*—He was at the desk, writing.

*Q.*—Could he hear you making the sale from where he stood? *A.*—It was too far off to understand well.

*Q.*—Did defendant tell you that he wanted the longest knife you had in the store? *A.*—He did.

*Q.*—Did he say what for? *A.*—No, sir; not exactly.

*Q.*—State to the Court just what he said, as well as you can remember. *A.*—He said that he did not propose to take everything off of anybody, and that he intended to be prepared for emergency.

*Q.*—Do you know whether or not he referred to the plaintiff in the suit?

Mr. Wyatt: I object. Witness is not supposed to know to whom he referred, inasmuch as he did not state any names.

Objection sustained by Court.

Mr. Langford: *Q.*—How long was the blade of the knife? *A.*—I should think it was about four inches in length. I never measured it.



*Q.*—Would you know the knife now? *A.*—I think I would.

*Q.*—Is this it? *A.*—It looks like it.

*Q.*—You could not swear to it, then? *A.*—No, sir; not positively.

*Q.*—What direction did defendant go after he left your store? *A.*—I did not notice.

*Q.*—How long was it after defendant got the knife before the stabbing was done? *A.*—About an hour, I should think.

*Q.*—Did you see defendant soon after the murder? *A.*—No, sir.

*Q.*—Did you hear a pistol shot at the time of the stabbing? *A.*—Yes, sir. I heard two or three.

*Q.*—Well, which was it—two or three? *A.*—I could not say. They were not distinct. There may have been as many as four.

### J. B. Wagner, Sworn.

Langford: *Q.*—What did defendant Hughes say he wanted with the knife he purchased from your store? *A.*—I never heard him say.

*Q.*—Did he not remark to you that he apprehended trouble in the alley? *A.*—No, sir; he did not. I am told that he——

*Q.*—Never mind what you have been told. Just state what defendant said to you. *A.*—I have already told you, sir, all that relates to this case as far as the defendant is concerned, and I——

## KEY TO FAC-SIMILE OF MR. W. D. DOAN'S REPORTING NOTES.

### W. B. Marshall, Sworn.

(Examined by Mr. Chamberlain, District Attorney.)

*Q.*—State your name, residence, and occupation. *A.*—W. B. Marshall, Long Canyon, Placer County. Miner.

*Q.*—How long have you resided at Long Canyon? *A.*—Eight years this last trip.

*Q.*—Had you resided there previous to that time? *A.*—Yes, sir.

*Q.*—Were you acquainted with Z. Root? *A.*—Yes, sir.

*Q.*—How long had you known him? *A.*—I first knew him at Michigan Bluff in 1858.

*Q.*—Do you know where he resided in 1890, '91 and '92? *A.*—Yes.

*Q.*—Have you ever been at his place of residence? *A.*—Several times.

*Q.*—Did you ever meet him there? *A.*—Yes. Frequently went to his cabin.

*Q.*—Has it or has it not been a habit of yours to keep a diary of daily events—keeping a little memorandum of daily events? *A.*—Yes, sir.

Mr. Hamilton: I object to that, and move to strike out the answer on the ground that it is irrelevant, immaterial, and incompetent.

Objection overruled. Defendant excepts.

Mr. Chamberlain: *Q.*—How long have you been keeping a diary? *A.*—Well, for a good many years. I have kept one ever since I have been there.

*Q.*—Will you examine that now shown you? *A.*—That is my book. It contains a little sketch of what I have done—as a fellow says, a diary.

Q.—Does it contain matters connected with this case? A.—Yes, sir.

Q.—Did you write up your diary each night? A.—Pretty near every night. Once in a while I would forget it, but not often.

Q.—And would make it up the next day? A.—Yes.

Q.—How far do you live from Root's cabin? A.—About eight miles, I should judge.

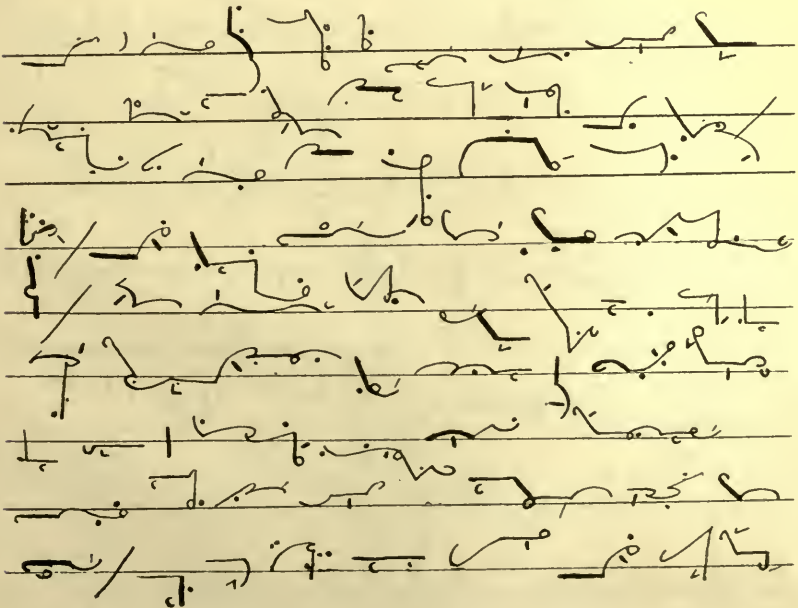
Q.—Can you tell me, now, the last time you were at Root's cabin and met him there, by reference to that book, or otherwise? A.—The last time I was there I think was in 1891. I went there and got

—Graham's Journal.

### FOR LATIN TRANSLATION.

The following from Cæsar's Gallic War, is converted into shorthand. Study the notes and be able to pronounce the Latin words. The Author has been very greatly assisted in making French and Latin translations by the use of shorthand.

Gallia est omnis divisa in partēs trēs; quarum ūnam incolunt Belgæ aliam Aquitāni, tertiam qui ipsorum linguā Celtæ, nostrā Gallī appellantur. Hī omnēs linguā, institūtis, lēgibus inter sē differunt. Gallōs ab Aquitānis Garumna flūmen, ā Belgis Matrona et Sēquana dividit. Hōrum omnium fortissimī sunt Belgæ, proptereā quod ā cultū atque hūmānitāte prōvinciæ longissimē absunt, minmēque ad eōs mercātōrēs sæpe comēant atque ea quæ ad effēminandōs animōs pertinent important; proximique sunt Germānis, qui trāns Rhēnum incolunt quibuscum continenter bellum gerunt. Quā dē causā Helvetiī quoque reliquōs Gallōs virtūte præcēdunt.











Fac-Simile Court Reporting Notes of Mr. W. E. Doan—Concluded.

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# LAW REPORTING

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—BY—

J. L. DRISCOL

*Law and General Reporter, Nashville, Tenn.*

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CONTAINING A BRIEF RESUME OF PROCEDURE, PRACTICE, PLEADINGS, AND RULES OF EVIDENCE, WITH FULL INSTRUCTION ON THE PROPER METHOD OF RECORDING MOTIONS, OBJECTIONS, AND RULINGS; AND A GLOSSARY OF THE PRINCIPAL FRENCH AND LATIN WORDS AND PHRASES MET WITH IN BRIEFS, PLEADINGS, ETC., ETC.

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REVISED BY F. B. CORNWALL  
NASHVILLE, TENN.





## INTRODUCTION.

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### **NECESSARY QUALIFICATIONS FOR THE LAW REPORTER.**

There is no branch of the phonographic art that demands such thorough preparation as Law Reporting, for there is no branch in which such irreparable injury may be inflicted upon litigants as through the carelessness or incompetency of the reporter. I can not, therefore, too strongly impress upon the mind of the student that upon the very threshold of his career he should be qualified—

- I. To take down the words of a speaker with absolute correctness, at the rate of from 175 to 200 words per minute.
- II. To unhesitatingly read the words so taken, if called upon.
- III. To make out a typewritten transcript with neatness and dispatch.
- IV. To correctly spell, punctuate, capitalize, and paragraph.
- V. He ought to have a fair conception of Procedure, Pleadings, and Rules of Evidence.

VI. He should be thoroughly conversant with the proper legal forms and expressions met with in trials, and be able to properly report objections, motions, and rulings.

2. It is assumed that the student has already mastered the qualifications laid down in sub-sections 1, 2, and 3, above. If he has not, he should constantly review and practice in connection with the study of this chapter.

3. It would not be feasible in a work of this nature to do more than merely call attention to the requirements stated in sub-sections 4 and 5. If the student has any doubts as to his ability in these essential accomplishments he should at once take the necessary steps for their mastery, either by taking a literary course or, what is perhaps better, using his old text-books, on these subjects for speed practice in shorthand; thus, without irksomeness, reviving knowledge, which is, perhaps, lying dormant, and "killing two birds with one stone." It will be seen, therefore, that sub-sections 5 and 6, above, contain all the points that legitimately come within the purview of a work of this nature.

### **General Remarks.**

4. A rudimentary knowledge, at least, of Procedure, Pleadings, and the Rules of Evidence is absolutely necessary to the Law Reporter, and if he is a well read lawyer, he will make all the better reports. Of course, subjects so voluminous—subjects which have engaged the attention of the brightest legal minds for centuries—can only be presented in the briefest synoptical form within the circumscribed limits of a work in which they seem to be of but secondary importance; for speed in writing, after all, is the great desideratum of the reporter. But the Author feels warranted in saying that if the student

will faithfully master the contents of this brief epitome, he will be well qualified to commence practice, after which experience and intercourse with attorneys will rapidly supply deficiencies and greatly enhance his value as a reporter.

#### Advice to the Student.

5. If the student has made proper use of his shorthand text-books, he is already familiar with the best mode of acquiring speed; but a few practical hints at this point, as to his final labors as a student, and his initiatory efforts as a professional reporter may, if observed, save him from future failure and consequent humiliation. The Author has in his mind's eye a young man of undoubted talent, who, without due preparation for the responsible duties of the law reporter, accepted an offer to report a case in court. Everything went smoothly for a time, and he probably had a very good report, but being suddenly called upon to read a portion of it in order to settle a dispute, he failed utterly. The result was that he left the court and accepted a position as amanuensis in a law office, where he remained for eight years. He ultimately succeeded, however, and is at present a successful official reporter in a neighboring State.

6. Before offering his services professionally as a law and general reporter, or even accepting work if it is offered, the student should continually practice in reporting lectures, sermons, and speeches. He should then transcribe many of these, taking the greatest care to spell, punctuate, capitalize, and paragraph correctly, just as though he were preparing the copy for publication, and if the opportunity offers he should submit the transcripts to the speakers for approval. Many a young man has commenced in this way and made staunch friends who recognized his ability through being given the opportunity to see their own words reproduced.

7. The young reporter should also go into court and report actual cases, making it a point to clearly understand the object sought to be attained by the lawyers on either side, and the mode adopted to attain it; especially on the first call of the case, which may be described as the preliminary skirmish to the impending legal battle. This will also bring him in contact with the court reporters, who, as a rule, appreciate well directed efforts in their own chosen calling; and perchance it may be the means of giving him a start in his professional career.

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## SECTION I.—GLOSSARY.

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### OUTLINES OF PROCEDURE, PRACTICE, PLEADINGS.

9. In the preparation of the following pages I have avoided the use of foreign terms as much as possible, for it is a wise rule in imparting knowledge never to use a foreign word when a native word will do as well. But as certain French and Latin words and phrases are still used in many legal forms and pleadings, it is deemed expedient at this point to introduce a short glossary of all the Latin and French words and phrases found, not only in this

work, but also a number not contained therein. They will be found of inestimable value to law reporting students who desire to pursue the study further; to amanuenses in law offices, whose daily business it is to copy briefs in which these words and phrases occur; and to law reporters, whose attention need not be called to their value. They are taken from Bouvier's Law Dictionary, and the English definitions are condensed in the fewest possible words. Some English words have also been incorporated, with the ordinary meaning of which the student is probably quite familiar, ordinarily used, but not with their legal signification.

### Glossary.

*Autrefois acquit*—Formerly tried and acquitted of the same offense. *Autrefois convict*—Formerly tried and convicted of the same offense. *Autrefois pardon*—Formerly tried and pardoned of the same offense. *Actio ex conducto*—Action for misconduct. *Ab initio*—From the beginning. *Ad litem*—In the suit, or controversy. *Adnomen*—The surname. *Animo revocandi*—With a mind to revoke. *A mensa et thoro*—Divorce from bed and board. *A vinculo matrimonii*—Absolute divorce. *Ad diem*—To the day. *Aliunde*—From some other source. *Animo furandi*—Charged with the intention of stealing. *Arguendo*—In argument. *Bona fide*—In good faith. *Carte blanche*—Unrestricted power. *Capias*—A writ commanding to take the body. *Compos mentis*—To be of sound mind. *Crimen falsi*—Forgery. *Cognomen*—Surname. *Coverture*—State of marriage. *Cum testamento annexo*—With the will annexed. *De bene esse*—Conditionally. *De facto*—In fact. *De jure*—In law. *De san tort*—Of his own wrong. *De bonis non*—Not previously administered. *Donatio causa mortis*—A donation at death. *Detinue*—Detention. *Donum gratuitum*—A free gift. *Eo nomine*—Under that name. *Escrow*—A deed to be delivered upon conditions. *Estoppel*—A plea that the plaintiff has done something to debar his claim. *Ex officio*—By virtue of an office. *El delicto*—From a wrongful act. *Ex parte*—Neither issue nor defense. *Ex post facto*—A statute making an act committed before its passage punishable as an offense when before the statute it was not so punishable. *Ex contractu*—By way of agreement. *Felo de se*—Suicide. *Feme*—A woman. *Feme covert*—A married woman. *Feme sole*—An unmarried woman. *Fieri facias*—(*Fi. fa.*)—An execution. *In futuro*—A future time. *In rem*—A proceeding against the property rather than the owner. *In toto*—Fully. *In transitu*—Goods on the way from seller to buyer. *In propria persona*—In his own person. *Ipsa facto*—By the fact itself. *In esse*—In being. *In presenti*—At the present time. *In terrorem*—In terror. *Jure belli*—By the law of war. *Jure civili*—By the civil law. *Litis pendentis*—Pending a suit. *Lis pendens*—A suit pending. *Lex*—Law. *Lex domicilii*—The law of the domicile. *Lex fori*—The law of the court. *Lex loci contractus*—Law of the place where the contract is made. *Lex loci rei*—Law of the place where the estate or thing is. *Lex non scripta*—Unwritten law—the common law. *Laches*—Inexcusable neglect. *Lex loci*—The law of the place, or locality. *Mala fide*—In bad faith. *Mandamus*—We command—a writ commanding a person to do a thing. *Mania a portu*—Delirium from overdrinking. *Magna charta*—The charter of liberty. *Mal animo*—With bad intent. *Malum in se*—Wrong in itself. *Malum prohibitum*—Wrong because



prohibited, but not morally wrong. *Mesne*—Middle, intervening. *Mater familias*—A mother of a family. *Misnomer*—Wrong Christian or surname. *Ne exeat republico*—To restrain a person from leaving the country. *Nil debet*—A plea that he owes nothing. *Nisi*—Unless—a conditional judgment. *Nolle prosequi*—To dismiss a criminal prosecution. *Non assumpsit*—Did not undertake to pay the debt. *Non est factum*—A plea which denies that defendant signed a paper. *Non est inventus*—He is not found. *Nolens volens*—Willing or unwilling. *Non compos mentis*—Of unsound mind. *Nude pact*—Contract not binding for want of consideration. *Nil dicit*—Refusal to answer—he pleads nothing. *Nul (nil) record*—No such record. *Nunc pro tunc*—Now for then. *Onus*—Burden. *Onus probandi*—The obligation of proving. *Ore tenus*—Verbally—by word of mouth. *Over*—A hearing. *Parol evidence*—By word of mouth. *Pari passu*—With equal step. *Pendente lite*—To serve during the contest of a suit. *Per capita*—By the head. *Per se*—By himself, herself, or itself. *Plene administravit*—He has fully administered. Administrator's plea. *Prenomen*—Christian name. *Prochein ami*—The next friend. *Prima facie*—Evidence that is conclusive unless overthrown. *Pro confesso*—Judgment taken where there is no defense. *Propria persona*—In his own person. *Pro rata*—In proportion. *Pro tanto*—For so much. *Puis darrien*—A plea offered after a prior plea has been filed. *Profert*—An exhibit of a note or paper in a pleading sued on. *Per verba*—By words. *Quo animo*—With what intent. *Quo warranto*—By what authority. *Quasi*—As if—of the nature of. *Res judicate*—A matter already settled. *Remittitur*—By returning. *Respondeas ouster*—That you answer over. *Res gestae*—Part of the transaction, said or done at the time. *Residuum*—Remainder. *Res inter alios acta*—Foreign to the issue. Outside of the suit. *Status*—Position. *Scire facias*—A writ commanding that it be made known. *Selsin*—Possession. *Substratum*—Foundation. *Tort*—An action in tort—for the wrong done. *Voir dire*—Examination of a juror on his competency to serve. *Venire*—To come. *Venire facias*—That you cause to come.

### Procedure, Practice, Pleadings.

11. It would be unjust to the student to burden him with fine-spun distinctions between certain legal terms, which are nearly synonymous, as in the words that head this paragraph. Suffice it to say that—

I. Procedure is a generic term which includes both practice and pleading.

II. Practice is the manner or order of conducting or carrying on a lawsuit, whether civil or criminal, through the various courts, according to the principles of law, and the rules laid down by the courts.

III. Pleading, in civil actions, is a written statement in logical and legal form of all the facts upon which the plaintiff relies for his cause of action; and also of the defendant, in setting up his defense. The written statement by the plaintiff in inaugurating his suit is sometimes called the declaration, sometimes the petition, and sometimes the bill, as may be prescribed by the law of the locality or State where the suit is brought, and as the case may be one at law or in equity. The written statement by the defendant, in setting up his defense, is called the plea or answer, as the case may be.

IV. Every criminal prosecution is preceded by an indictment or a present-

ment by the grand jury, which corresponds to the pleading in a civil action, and the defendant, in like manner, answers or pleads to the indictment.

From the above it will be readily deduced that it is through the pleadings that the case is prepared for trial. We will, therefore, proceed now to give in detail the usual mode of making up the issue.

#### Issue—How Made Up.

12. The first step in bringing a civil common law action is taken by the plaintiff, who prepares his declaration, which is a simple statement of all the facts constituting his cause of action. This declaration is filed with the Clerk of the Court within the time prescribed by the code. The second step is taken by the defendant, after service of process, which consists in the preparing and filing of his *plea*, setting forth his defense.

13. Forms for pleadings are provided in the Code of Tennessee, so that there is nothing to be done in preparing pleadings but to insert the facts upon which the litigants rely in order to maintain their respective sides of the case. We will, therefore, discuss the following imaginary action, instituted by Richard Roe against John Doe, for default in payment of the following promissory note:

Twelve months from date I promise to pay Richard Roe, or order, five hundred dollars. This first day of June, 1885.

JOHN DOE.

The above note being unpaid after June 1st, 1886, we find the following declaration filed in the office of the Circuit Clerk:

RICHARD ROE

*vs.*

JOHN DOE.

CIRCUIT COURT OF DAVIDSON COUNTY, September Term, 1886.

The plaintiff sues the defendant for five hundred dollars due by promissory note, here to the court shown, made by him on the first day of June, 1885, and payable to the plaintiff one year after date thereof, which, with the interest thereon, remains unpaid.

WILLIAM POE,  
*Attorney for Plaintiff.*

14. If John Doe files no plea to the above declaration, judgment goes against him by default. If, on the other hand, he contests the claim, his first step is to determine upon his defense, which he will set forth in his plea. It may be as follows:

RICHARD ROE

*vs.*

JOHN DOE.

The defendant for plea says that he was a minor under twenty-one years of age when he executed the note sued on.

WILLIAM LOWE,  
*Attorney for Defendant.*

15. This plea calls for an answer from the plaintiff, which is called a replication. We will suppose it to be as follows:

RICHARD ROE

*vs.*

JOHN DOE.

The plaintiff for replication to the plea of infancy says that the defendant came to the age of twenty-one years after he executed the note sued on, and after he came of age and before the commencement of this suit, he promised to pay said note.

WILLIAM POE,  
*Attorney for Plaintiff.*

16. If the defendant answers the foregoing replication, he proceeds by what is called a rejoinder, which may be as follows:

RICHARD ROE

*vs.*

JOHN DOE.

The defendant for rejoinder to the replication says he was not twenty-one years of age when he promised to pay the note.

WILLIAM LOWE,  
*Attorney for Defendant.*

Thus, they must continue by declaration and answer; replication, rejoinder, surrejoinder, rebutter, and surrebutter until some material fact is affirmed by one and denied by the other, when the issue is said to be joined.

17. There are many other kinds of pleas which we can only stop to describe in the briefest form. If the student wishes to study this interesting branch of the law he will find it set forth with great particularity in "Chitty on Pleading." The following summary is condensed from Bouvier's Law Dictionary:

Pleas may be—

I. Plea in Abatement, to meet, to overthrow, to destroy.

II. Plea by Confession and Avoidance, which admits in words or effect the truth of the matters contained in the declaration, but alleges some new matter to avoid the effect of it, and shows that the plaintiff is, notwithstanding, not entitled to recover.

III. Pleas in Bar, when they deny that the plaintiff has any cause of action. They either show that the plaintiff never had any cause of action, or admitting that he had, insist that it is determined by some subsequent matter. Pleas in Bar either deny some essential part of the declaration—in which case they are said to traverse it—or admitting them to be true, allege some new facts to avoid the legal effect.

IV. Dilatory Pleas are those which are only to delay the decision of the matter upon its merits. For instance, it may allege that the debt was sued for before maturity.

V. Plea in discharge admits the demand or complaint contained in the declaration, but excuses the non-compliance with the plaintiff's claim on account of the defendant having done all in his power to satisfy it. A plea of complete tender is somewhat similar.

VI. Plea of Justification asserts that the defendant has purposely done the act which the plaintiff complains of, in the exercise of his legal rights.

VII. *Puis Darrien Continuance* is a plea which is put in after the issue is joined, for the purpose of introducing new matter which has come to the knowledge of the party pleading.

VIII. Foreign Pleas are those which plead to the jurisdiction of court. Their effect is to remove the action from the county in which it was originally held.

### Special Pleas.

18. Special pleas are generally pleas in bar. They are so various that it would be inexpedient to introduce them here, even in catalogue form. (See 17.)

### Pleas in Criminal Practice.

19. Pleas in criminal practice are much the same as in civil actions. There is, however, less liberty for amendment of the indictment or presentment. Briefly, the pleading is as follows:

I. To the jurisdiction.

II. In abatement.

III. Special pleas in bar—*Autrefois acquit* (that he was formerly tried and acquitted of the same offense; *autrefois attainé*; *autrefois convict*; *autrefois pardon*).

IV. The general issue.

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## SECTION II.—TRIALS.

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### MOTIONS, JURY, EVIDENCE,

#### Issue.

20. If the pleadings have been properly prepared and filed with the Clerk of the Court, in accordance with law, the issue is said to be "made up." The cases are placed upon the docket in the order of time in which the issues are prepared.

#### First Call—Continuance.

21. As the cases are reached on the docket they must be tried, dismissed, or continued. If the plaintiff fails to appear the case may, upon motion, be dismissed, on the theory that "He who abandons his case, loses his case." On the other hand, if the defendant absents himself, or is not represented by attorney, the plaintiff may submit the case for trial.

22. If they are both present, or represented by attorney, and either is unprepared to go to trial, he may move for a continuance. The motion for continuance must be sustained by an affidavit showing sufficient cause for it. The causes may be various, such as: The unexpected absence of attorney,



want of preparation, absence of a material witness or a material document, that his want of preparation is through no fault of his, that he expects to be ready at the time to which the continuance is asked, and that it is asked for justice, and not delay.

23. When the first continuance is asked the materiality of the evidence may be stated in general terms only; but if a subsequent continuance is applied for, the affiant must state specifically what he expects to prove by the absent witness. In other words, he is the sole judge of the materiality of the testimony in the first application, but on the second he must disclose what he expects to prove so that the court may pass upon it. This brings us to the next step in the case.

### Impaneling the Jury.

24. When the case is called and the motions to continue, if any, are disposed of, the next step is to impanel a jury. To impanel, as used and understood in American courts, means to form a jury.

25. In the trial of civil cases, the reporter usually has nothing to do with the selection of the jury; but in criminal cases, he should carefully take down the examination of every juror as to his competency to serve, for it may happen that the life or liberty of the prisoner hangs upon the accuracy of the examination of the juror.

### Competency of Jurors.

30. Jurors are rendered incompetent for the following causes:

- a. Having been convicted of an infamous offense.
- b. Having served as a juror at a term within the last two years.
- c. Having a suit pending at the same term of the court, or an adverse interest in a similar suit.
- d. Being related to the plaintiff or defendant.
- e. Being an habitual drunkard.
- f. Being of unsound mind.
- g. Not being in the full possession of the sense of seeing and hearing.

### Examination of Jurors in Criminal Prosecutions.

31. In Tennessee the following statutory questions are propounded to jurors to test their competency in criminal prosecutions:

I. Are you a householder or freeholder in this county?

II. Are you related to the prosecutor, John Doe, or to the defendant, Richard Roe?

III. Have you formed or expressed an opinion as to the guilt or innocence of the defendant?

If the first question is answered affirmatively and the second and third negatively, he is declared *competent*, and the juror is turned over to the Attorney-General for further examination. If he is satisfactory to the Attorney-General he passes him to the counsel for defendant, who may direct him to take his seat in the box, or subject him to a still further examination. It sometimes happens that the juror gives qualified answers instead of saying

distinctly *yes* or *no*. In such case the Court interrogates him further, and notwithstanding he may declare him competent he may be unsatisfactory to the defendant. If the defendant's challenges are exhausted he must accept him, but if not, he will set him aside. In either case he will object and except to the ruling of the Court. This is one good reason why the examination of jurors should be reported.

### Challenges.

32. Challenges are of two kinds—challenge for cause and peremptory challenge. Challenges for cause are various, but they principally arise when counsel and Court fail to view the qualification of the juror from the same standpoint. For instance, the Court may consider the juror impartial; counsel may see equivocation in his answers, if they are not categorically given. The Court may consider that his sense of seeing and hearing is sufficient; counsel may see defects. These contentions, which go in the record in the form of objections and rulings, are the only data from which the judges in the higher court can draw their conclusions as to the juror's competency; and the stenographer's report is the sole source of knowledge.

33. Peremptory challenge means the right to set aside a juror without assigning any reason. In penitentiary felonies below capital offenses the State has six and the defendant ten peremptory challenges. In capital cases the State has six and the defendant twenty-four.

### Evidence.

#### *Direct, Circumstantial, Presumptive, Hearsay.*

34. *Evidence Defined.*—In law, evidence is that which can be presented to a court or jury to enable them to decide upon questions in dispute, as set forth in the pleadings, without regard to comments or arguments. It is submitted under certain restrictions known as "Rules of Evidence," and whatever is not legally admissible under these rules is not evidence. It is a common thing to hear lawyers speak of inadmissible, or incompetent, testimony, but as a matter of fact, whatever is inadmissible or incompetent, from a legal standpoint, is not testimony at all. Having determined what evidence is, we will now briefly consider the different kinds of evidence. We will present them under four heads, viz.: Direct, Circumstantial, Presumptive, and Hearsay.

I. Direct evidence is that which the witness testifies to of his own personal knowledge, as if A testifies that he saw B inflict a mortal wound on C, of which he instantly died, that is direct evidence.

II. Circumstantial evidence is that which tends to prove a disputed fact by proof of other facts, which have a tendency, in the usual course of nature, to lead the mind to the conclusion that the fact exists. Thus, "if a person was found stabbed and a piece of the blade found in the wound, and it was afterwards found to fit exactly with another part of a blade found in the possession of the prisoner, the facts are directly attested, but they are only circumstantial." If unexplained by the accused, however, and other circumstances can be woven into the chain, they may be sufficient to convict.

III. Presumptive evidence may be the result of some arbitrary rule, as the presumption of law that a person is sane until he is declared insane by

competent authority; or that a person is dead after an unexplained absence of seven years. Some writers speak of circumstantial and presumptive evidence as being synonymous, but a careful examination of the foregoing will show that there is something more than a "distinction without a difference."

Presumptive evidence may be subdivided into—

a. Presumptions of law, adopted from motives of public policy, directing an inference to be drawn from proof of the existence of a particular fact, or facts.

b. The records of a court, except in a proceeding to amend them, are conclusive evidence that the matter recorded has been properly made up.

c. Presumptions of fact, which are not the subject of fixed rules, but are merely natural presumptions such as appear from common experience. In most cases these are said to be drawn from circumstantial evidence.

IV. Hearsay evidence is that which derives its value not alone from the credit of the witness reciting it, but from the veracity of some other person who does not appear before the jury. Hearsay evidence, therefore, as thus defined, is uniformly held incompetent to establish any fact which is susceptible of being proved by direct testimony. To this rule there are many exceptions, the following of which are among the most important:

Hearsay evidence is admissible—

a. If the fact to be proved is that a person said a certain thing.

b. Pedigree, family, marriage, or boundaries, may be proven by reputation.

c. The dying declaration of a person, if made under the conviction of impending death on a trial for the homicide.

d. What a witness swore to on a former trial, if he is dead, insane, disqualified, or can not be found.

e. *Res gestae* is another form of hearsay evidence which is admissible. Literally, it means part of the transaction. Thus, in a fight which resulted in the death of one of the parties, whatever is said by the defendant during the fight, or on the scene of the fight, is said to be a part of the *res gestae*, and is admissible. During his experience as a reporter the Author has seen more cases reversed on a wrongful application of this rule than any other. To the credit of the court and bar of Nashville, he will say that he has no recollection of error upon this particular point.

#### Admissibility of Evidence.

35. The object of evidence is to ascertain the truth between the parties, and for that purpose the following rigid rules have been devised:

I. The evidence must correspond to the allegations in the pleadings and be confined to the point in issue.

II. It is sufficient if the substance only of the issue be proved, but the substance *must* be proved.

III. The burden of proving a proposition generally lies on the party holding the affirmative of the issue.

36. The same rules generally govern the admission of evidence in civil actions and criminal prosecutions.



### Introduction of Evidence.

37. It may be laid down as a general rule for the introduction of evidence that the best, or primary evidence, is required in preference to secondary evidence. To illustrate, if the execution of an instrument is to be proved, the testimony of the subscribing witness, if there be one, is primary evidence, and unless it be shown that the production of such witness is out of the power of such party, no other proof is admissible. Just so, it is not admissible to prove the contents of a document by parol evidence, if the document itself can be produced.

### Examination of Witnesses.

38. When the jury is impaneled and sworn, the witnesses are all put under the "rule," if demanded by either side; that is, all except character witnesses are required to remain out of hearing of the witness giving testimony, nor are they allowed to discuss the case with each other.

39. *Direct Examination.*—When a witness has been regularly sworn, he is examined by the party who produces him. This has been variously styled the *direct examination*, the *original examination*, and the *examination in chief*. Upon the direct examination counsel has no right to ask leading questions; i. e., questions which will suggest the answer. The matter must be brought out directly. Thus, if counsel asked the witness, "How many members composed the firm of Brown & Co. in September, 1898?" *Ans.*—Five. That would be a direct question and a direct answer; but if he should put the question thus, "The firm of Brown & Co. was composed of five members in September, 1898, was it not?" *Ans.*—Yes, sir; the question is leading, and suggests the answer, "Yes, sir."

To the foregoing rule, however, there are many exceptions, which are properly introduced here.

The party introducing the witness may lead him:

- I. Where the witness shows evident hostility to the party introducing him, or unwillingness to testify.
- II. Where the witness is, of necessity, hostile to the party introducing him.
- III. Where the omissions are evidently caused by want of recollection, or when the matter of which he is testifying involves numerous items and dates.
- IV. Where, from the nature of the case, the mind of the witness can not be directed to the subject of the inquiry.

The foregoing are condensed from Greenleaf on Evidence, 1, 434-5, but to these may be added:

- V. When the witness is of tender age, and therefore incapable of grasping the trend of the examination.

40. *Cross Examination.*—After the direct examination, the opposing counsel is at liberty to cross-examine the witness in the most searching manner, but in a criminal case he must confine himself strictly to the matters elicited on the direct examination. He can lead the witness to the fullest extent if he keeps within the limits of the direct examination. If he goes outside of the direct examination, he makes the witness his own, on that particular matter,



and he is bound by his answers; but the cross examining counsel is not bound by anything the witness may say if it is not responsive to the question. But for the latter rule it would be in the power of any witness to get in matter irregularly. In civil cases the authorities differ on the above rule, and the practice is not uniform.

41. *Re-examination*.—At the close of the cross-examination, the party who introduces the witness may re-examine him. The re-examination is intended only to explain matters elicited from the witness on the cross-examination, and it is not permissible to bring out any new matter. This usually closes the examination, but the strictness of this rule, in the discretion of the Court, is frequently relaxed, and if anything new is brought out on the re-examination, the other party has a right to re-cross examine on that point.

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### SECTION III.—ILLUSTRATIVE DIAGRAMS.

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#### **CAPTION—INTRODUCTORY FORMS—MOTIONS, RULINGS, OBJECTIONS, BILLS OF EXCEPTION.**

##### **Preliminary Remarks.**

42. The record of a trial is a full, accurate history of the case as taken before a court of competent jurisdiction. The transcript, with affidavit, etc., subsequently attached, when signed by the trial judge, forms what is known as the bill of exceptions, upon which the judges of the higher court, to which the case is carried on appeal, base their judgment. The law prescribes no special form for the preparation of the record, except that the case be fully, clearly, and concisely recorded. Custom, however, requires that the caption shall state succinctly—

- I. The title of the suit.
  - II. The court where it is tried.
  - III. The name of the judge before whom it is tried.
  - IV. Whether before the court, or a court and jury.
43. The introductory should set forth—

I. The names of counsel, or "appearances," to use the technical word; after which the reporter may, with propriety, insert his own name as in the subjoined diagrams.

- II. The preliminary proceedings before the introduction of witnesses.

44. The word "diagram" signifies the arrangement—or "display," to use a printer's expression—of the matter contained in the caption. By forms are meant the modes of expression employed in stating motions, objections, rulings of the Court, etc.

##### **Evidence—How Recorded.**

45. There are two forms of recording evidence, viz.: the interrogative and responsive, and the narrative form. At the present time the former is almost universally employed, but as the latter is still adhered to in a few of the

States, it will be exhibited in the diagrams. By interrogative and responsive, of course, is meant to give the exact words of both interlocutor and witness in the first person; but there are two forms of displaying it. These are presented more clearly in the diagrams than they could possibly be expressed in words. The Author expresses no preference between these two methods. The best rule for the reporter is to be governed by the wishes of the attorneys in the case where he is employed. On this subject it is only necessary to add that great care should be exercised to preserve the exact words of the witness, whether grammatical or ungrammatical, and in transcribing the shorthand notes if any words have been mispronounced, that should be indicated, if possible. Thus, the judges, in the court on appeal, can form a better judgment of the weight that should be attached to the respective witnesses than if they were made by corrections to speak with equal propriety. That does not apply to the lawyers in the case, however, for in the broken colloquialisms of heated discussions many things are said that the speaker would not like to see in the record. In such cases, if it can be done without material alteration, their language may be frequently amended or omitted.

#### Objections—How Recorded.

46. There are three forms for recording motions, objections, and rulings, which are clearly exhibited in the diagrams.

### ILLUSTRATIVE DIAGRAMS AND FORMS.

#### Illustration I.

EVIDENCE.—Interrogative and responsive, full form, question and answer occupying separate lines.

MOTIONS, OBJECTIONS, RULINGS.—Full form, first person.

#### Form I.

STATE OF TENNESSEE,	}	Criminal Court, Davidson County, Tenn., September Term, 1899. Before His Honor, Judge J. M. Anderson, and a jury. Charge: Larceny of ten tierces of lard from the Cudahy Packing Co.
vs.		
AMOS T. LENNOX		

NASHVILLE, TENN., NOV. 27, 1898.

#### Appearances.

*For the State.*—Robert Vaughn, Attorney-General; W. H. Washington, James Ryan, Thomas J. Tyne, of Counsel.

*For the Defendant.*—Hon. A. J. Caldwell, Attorney; William Hart, Edwin A. Price, K. T. McConnico, of Counsel.

*Reporter.*—J. L. Driscoll.

\* When the above named case was called, the following proceedings were had, to wit:

*The Court*—Gentlemen, are you ready in the case of the State against Amos T. Lennox?

*Mr. Vaughn*—The State is ready, may it please the Court.

*Mr. Caldwell*—The defendant is not ready, your Honor. We have used our best endeavors to secure the attendance of John Brower and Tom Tug-

gles, two material witnesses for the defendant. The Court is aware that Mr. Lennox has been confined in the Davidson County jail for six months past, and consequently has had no opportunity to prepare his defense, and—

*The Court*—Tom Tuggles can be reached, I am satisfied. What do you expect to prove by John Brower?

*Mr. Vaughn*—They can not avail themselves of Brower's testimony; he was found guilty in this court of larceny, and the disability has never been removed.

*Mr. Price*—The sentence was never enforced, and Mr. Brower is ready to come on and give his testimony, if the Court will grant us a reasonable delay.

*Mr. Vaughn*—Brower could not return if he would; he was released on condition that he would leave the State and remain away.

*The Court*—I would have no objection to remitting that part of it in order to give this defendant the benefit of his testimony, but the question is whether the verdict does not render him infamous. Let Mr. Fitzwilliams be called, with the record.

F. W. Fitzwilliams, Deputy Clerk of the Court, was then duly sworn and examined by the Court, as follows:

*Q.*—Mr. Fitzwilliams, have you the record of the case of the State of Tennessee against John Brower?

*A.*—Yes, sir; I have it here.

*Q.*—Turn to it and read the verdict of the jury and the judgment of the Court.

*A.*—There was no jury; your Honor passed sentence upon his entering a plea of guilty—he submitted his case. (Reads from the record.)

*The Court*—I overrule the motion. Prepare your affidavit.

*Mr. Caldwell*—We have it ready. I will read it to the Court: (Reads as follows:)

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STATE OF TENNESSEE, }  
                   *v.* } s.s.  
 JOHN T. LENNOX. }

In this case the defendant makes oath that John Brower and Tom Tuggles are two material witnesses for the defendant in the trial of this cause; that they have been subpoenaed, and are absent without affiant's consent, connivance, or procurement; that affiant can not safely go to trial without the testimony of said witnesses, and affiant says that he expects to have the attendance of said witnesses, if this cause is continued to a future day, say on or after the 10th day of January, 1899. And affiant says this application for a continuance is not made for delay, but for justice.

AMOS T. LENNOX. .

Sworn to and subscribed before me this the 27th day of November, 1898.

R. A. MILAM, *Clerk.*

*Mr. Caldwell*—The Court will understand that we are objecting and excepting to the ruling denying us a continuance.

*The Court*—Very well; let it be entered. Call the jury.

The jury was then impaneled in accordance with law and the case proceeded as follows:

William Browne, a witness on behalf of the State, was duly sworn and examined as follows:

**Direct Examination by Attorney-General Vaughn.**

*Q.*—State your name in full, please, sir.

*A.*—William Browne.

*Q.*—What is your occupation?

*A.*—Superintendent of the Cudahy Packing Company, Nashville.

*Q.*—Then you are the highest officer in the Cudahy Packing Co.?

*A.*—No, sir; I am only the superintendent of the Nashville Branch establishment.

And so on to the end of direct examination.

**Illustration II.**

EVIDENCE—Interrogative and Responsive, full form, question and answer run in, forming one paragraph.

MOTIONS, OBJECTIONS, RULINGS—In the first person, full form.

**Form II.**

CHARLES KIRVES,	}	Bill to foreclose Mortgage, before His Honor, H. H. Cook, Chancellor, and a jury, Sept. 21, 1899.
<i>vs.</i>		
DAVID EGEN.		

**Appearances.**

*For the Complainant*—John A. Pitts, Esq.; J. J. Vertrees, Esq.; N. D. Malone, Esq.

*For the Defendant*—F. C. Maury, Esq.; Hon. E. H. East, J. C. Bradford, Esq.

*Reporter*—J. L. Driscoll.

When the above named case was called, the following proceedings were had, to wit:

The jury was regularly impaneled in accordance with law, and the case proceeded as follows:

**Joe T. Olwill.**

a witness called on behalf of the complainant, being first duly sworn, testified as follows:

Direct examination by Mr. Pitts:

*Q.*—Please state your name, age, residence, and occupation. *A.*—My name is Joe T. Olwill; age, fifty-five; residence, Nashville, Tenn.; profession, an artist.

*Q.*—Do you know the complainant and the defendant in this suit, and if so, how long? *A.*—I have known Mr. Kirves about twenty-five years, and Mr. Egen since we were little boys together—I suppose about forty-five years.



*Q.* (Handing witness a paper)—Look at that and state what it is. *A.*—A note for \$50,000, dated May 1st, 1896, made by David Egen to Charles Kirves, due three years.

*Mr. Maury*—We object to the witness stating the substance of the paper; the note itself is the best evidence of its contents. I move to strike out both question and answer.

*Mr. Pitts*—Strike out the answer, but not the question; I mean that part of the answer describing the contents of the note. I did not ask him for that.

*The Court*—The witness can describe the paper sufficiently to identify it, but its contents can not be proved by parole.

*Mr. Pitts* (presenting documents to the Court)—I now offer this note in evidence as the complainant's exhibit "A," and this mortgage from defendant to complainant, dated May 1st, 1896, with the note given to secure the payment of the same, as complainant's exhibit "B."

Admitted without objection.

*Q.*—State, if you know, what amount is due complainant on this note.

*Mr. Maury*—State what you know of your own knowledge.

*Mr. Pitts*—And what you have heard defendant say about the amount due.

*A.*—There was due and unpaid about the first of January, 1899, the principal sum of \$50,000, and one year's interest.

*Q.*—What is your means of knowledge of the amount due? *A.*—Mr. Egen stated to me before this suit was commenced that he had never paid the note or the last year's interest on it.

*Q.*—Do you know the total amount, principal and interest? *A.*—No, sir; I did not compute the interest.

*Q.*—State, as near as you can, when this conversation took place and where it was. *A.*—It was the latter part of January, this year, in my office, corner Deaderick and Public Square.

Cross examination by Mr. Vertrees.

*Q.*—Have you any personal knowledge of the consideration for this note?

*A.*—No, sir.

*Q.*—Were you present when the note and mortgage were executed, or did you have anything whatever to do with the transaction? *A.*—I was not present, and I had nothing to do with the matter.

*Q.*—Do you mean to say that you heard Mr. Egen admit that he owed the complainant \$50,000 with one year's interest up to January 1st, this year? *A.*—He told me that he had not paid the note or last year's interest on it.

*Q.*—What other conversations did you have with Mr. Egen except the one you allude to at your office? *A.*—We had several conversations.

*Q.*—Did he not tell you in that conversation that the reason he did not pay the note in question was that he did not consider he owed him a dollar, and that he had a good defense? *A.*—I think he did say something like that.

*Q.*—What is the business of the complainant? *A.*—He speculates in stocks and bonds and other securities; sometimes he goes into Wall Street, I believe.

*Q.*—Did not Mr. Egen tell you that the reason he did not pay the debt was because it was a gambling debt—that the note was given for a gambling

debt—that it was given to close out some gambling transactions? Is not that so? A.—I think he said that, in substance.

Q.—Then, as a matter of fact, he did not admit to you that he owed complainant \$50,000.

*Mr. Pitts*—I object to this mode of examination; the gentleman is trying to draw the witness into an argument. Let the witness state the conversation.

*The Court* (to witness)—State what was said at this conversation between you and Mr. Egen. A.—I can not give the entire conversation.

Q. (by same)—Give the substance as well as you can recollect it. A.—Well, I will have to think——

Q. (Mr. Vertrees resuming)—What reason did Mr. Egen give for not paying that note? A.—He said that the note was given for losses sustained on the Board of Trade through deals made for him by Mr. Kirves.

Q.—Did not Mr. Egen say that the note was given for a gambling debt?

*Mr. Pitts*—We object to that question. Mr. Egen's statements are not competent evidence in his own behalf.

*Mr. Maury*—I concede that, but you have tried to prove by this witness that Mr. Egen admitted owing complainant \$50,000, with one year's interest, on this note, and we are entitled to the whole of the conversation.

*The Court*—Since the complainant sought to show by the witness that the defendant owed him, admitted that he owed him \$50,000 on that note, with one year's interest, the defendant is entitled to all the conversation, so that the Court and jury may determine whether there was any admission of a bona fide indebtedness to the complainant.

Q.—Answer the question. A.—Yes, Mr. Egen said that he made a lot of deals on the Board of Trade through Mr. Kirves, and that he had incurred large losses, and that the note was given in settlement of these losses.

Q.—Did Mr. Egen state that the reason he did not pay this note was because it was given to cover gambling transactions? A.—Yes, that was the reason he gave.

COMPLAINANT RESTS.

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### Testimony for Defendant.

Dave Egen,

the defendant, being first duly sworn, was examined in his own behalf as follows:

Direct examination by Mr. Maury.

Q.—Mr. Egen, please state your name and age. A.—David Egen—commonly called plain "Dave Egen"; my age is—let me think—seventy-nine years next birthday, the 17th of next March.

Q.—You are the plaintiff in this suit? A.—Yes, sir.

Q.—How long have you been acquainted with Mr. Charles Kirves? and if you ever had any business relations with him state what they were. A.—I have been knowing Charley I suppose for the last fifty years; the first trading Charley and I ever did was in 1844; he traded a fine puppy to me for a jack-knife; he got the best of me on that trade, and he has kept it up ever since.

*Q.*—Never mind those boyish transactions; come down to the more serious ones of your mature manhood, say in the last five years, when you were both “bucking the tiger,” as you speculators call it. *A.*—Well, the last large transaction Charley and I were in together—or rather that I went into on my own account, at Charley’s suggestion—you see, Mr. Kirves made these deals for me, because I had confidence that he——

Thus it is continued until all the testimony is in on both sides. Either method of recording question and answer, motions, rulings, etc., as exemplified in the diagrams, is correct, but whatever form is adopted at the commencement of a case should be preserved throughout.

### Illustration III.

EVIDENCE.—Interrogative and responsive, full form, question and answer run in, making a single paragraph.

MOTIONS, OBJECTIONS, RULINGS.—Third person, present tense.

### Form III.

COSTELLOS & FRANK } Before His Honor, J. W. Bonner, and a jury,  
                           *vs.* } Sept. 1, 1899, to recover \$5,000 for loss sustained  
 HARTFORD FIRE INS. CO. } by fire.

*Appearances for the Plaintiff*—Morris & Turney, Attorneys; Percy Kinnaid, J. H. Zarecor, of Counsel.

*Appearances for the Defendant*—Lellyett & Barr, Attorneys; Hon. A. S. Colyar, N. W. Cooper, of Counsel.

*Reporter*—J. L. Driscoll.

When the above named case was called, a jury was impaneled in accordance with law, duly sworn in, and the following proceedings were had, to wit:

Xenophon Costellos, one of the plaintiffs, being duly sworn, was examined in his own behalf, as follows:

#### Direct Examination by Mr. Morris.

*Q.*—State your name in full. *A.*—Xenophon Costellos, sir.

*Q.*—Where is your place of business? *A.*—It used to be No. 1035 North College Street, but I am not in any business now.

*Q.*—Why are you not in any business now? *A.*—I was burned out on the night of August 30, 1899.

*Q.*—What amount of stock did you usually carry? *A.*—The stock, fixtures and all, I suppose about \$3,500, but then it took money to build up the business. I would not sell the business for \$6,000.

*Q.*—Did you have any insurance on your stock, and if so, for what amount, and in what company? *A.*—Yes, sir; I had a policy with the Hartford Fire Insurance Company for \$3,000.

*Q.* (Handing witness a paper)—Is this the policy? *A.*—Yes, sir.

Mr. Morris offers to read the above named policy, but Mr. Lellyett, for the defendant, waives the reading, and it is admitted, without objection, as defendant’s exhibit “A.”

The method adopted above of indenting the matter is known among printers as "boxing." It is, perhaps, more catchy to the eye than merely indenting the names of counsel five spaces, as in the preceding forms. The usual method of paragraphing is done by indenting the first line five spaces on the typewriter, but the mode adopted above of commencing the first line at a given place and indenting all the subsequent ones is preferred by some. This is known among printers as the "hanging indention." This method of paragraphing is adopted in some books.

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#### Illustration IV.

EVIDENCE.—Narrative form.

MOTIONS, OBJECTIONS, RULINGS.—Narrative form, third person, past tense, paragraph, hanging indention.

#### Form IV.

<p>N. B. HOOVER                    vs.          PHOENIX COTTON MILLS.</p>	}	<p>Suit for damages in the sum of \$10,000 for personal injuries alleged to have been received while in the employ of the defendant company. Before Hon. J. W. Childress, Judge, and a jury, Sept. 15, 1899.</p>
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*Appearances for Plaintiff*—Firman Smith, Esq.; J. A. Cartwright, Hamilton Parks.

*Appearances for Defendant*—Douglas Wikle, Esq.; Smith & Maddin, W. C. Cherry.

*Reporter*—J. L. Driscoll.

Mr. Smith, counsel for plaintiff, offered in evidence a certified copy of the charter of the Phoenix Cotton Mills to show that it was a corporation, operating under the laws of Tennessee.

Mr. Wikle, for the defendant, objected that it did not have the seal of the Clerk of the Court attached.

Mr. Smith urged that the Clerk of the Court explained the absence of the seal.

Mr. Wikle insisted that it was a question of law, and not governed by the explanation or convenience of the clerk.

The Court directed Mr. Smith to have the defect remedied and offer it later.

N. B. HOOVER, the plaintiff, being first duly sworn, deposed as follows: My name is N. B. Hoover; age, thirty-five; occupation, a weaver; reside in Nashville, Tenn. I have been in the employ of the Phoenix Cotton Mills for the past thirteen years; am not employed in any way at present—am not in a condition to do manual labor. On the 15th of last March I met with an accident while on duty at the Phoenix Cotton Mills; was in the elevator, when the machinery or cable gave way, precipitating it from the third to the first story; the fall dislocated my shoulder blade, broke three ribs, and injured my spine. I was under the care of Dr. Everett for three months; and he tells me that the injury to my spine is permanent. I can not walk without suffering great pain, etc., to the end.



47. If the student ever has occasion to make out a transcript in narrative form, let him bear in mind that what is spoken of as "a question" often embraces three or four. Thus, in the above, all the fragmentary clauses between the beginning and Nashville, Tenn., which are separated by semi-colons, were embraced in one question, thus:

*Q.*—What is your name, age, occupation, and residence?

#### **Bills of Exception.**

48. By exception is meant an objection made by a party to a cause to the decision of the Court upon the interpretation of the law governing the point at issue. A bill of exceptions embraces all these objections when properly certified by the judge who rendered the decisions; that is, the bill of exceptions puts all the decisions objected to upon the record for the information of the Court having jurisdiction to pass upon the case in error. But while exceptions are taken by counsel to decisions which they consider as mistaken interpretations of the law, still they can not be taken upon matters resting in the discretion of the Court. Thus, if at a certain stage of the case a continuance is asked for, but the party asking it has no legal right to it, the Court may, upon hearing the reasons which are assigned, grant or refuse the application. That is said to be within the discretion of the Court, and no exception is admissible.

49. When a case is taken on appeal to the higher court a transcript of the stenographer's notes constitutes a part of the bill of exceptions, and this transcript, as well as the other portions, which are prepared by the attorneys, being a fair statement of the case, the judge signs the same, and thereupon it becomes a record in the case. But the judge before whom the case is tried has a revisionary power over the entire record before attaching his signature, which is the final and necessary step before it can go to the court of last resort.

50. The student will observe that in some of the diagrams under the word "appearances" the word "attorney" occurs after the first one named for the plaintiff and the defendant, while after the others the words "of counsel" occur. The following brief explanation of the use of these words may be of benefit to the young reporter:

Attorney means literally to be put in place of or in the stead of another in managing his affairs. A counsel means one who is associated with another in the management of a cause or who acts as legal adviser. The term "counsel" is used both in the singular and plural, but it is common in speaking of some particular one to designate him as "of counsel." These distinctions are kept up in New York, and many of the other older States, but not in the Southern or Western States. The first name under the head of "appearances" for either side is usually recognized as the senior counsel in the case, but it does not always follow that he is the most important one.









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